## **Business Requirements Arizona Statewide Time Standards Reporting Project**

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#### Introduction

The Steering Committee on Arizona Case Processing Standards was established on October 17, 2012 with the specific charge of:

- Reviewing the national time standards for processing all major case types in the limited and general jurisdiction courts;
- Developing and recommending state case processing standards for Arizona;
- Making high level recommendations for implementation of the case processing standards.

The Steering Committee on Arizona Case Processing Standards will use the National Standards as guidance in developing case processing standards that work for Arizona courts and case types.

The establishment of the Steering Committee is part of the Supreme Court's Strategic 2020 Agenda.

# Requirements Document Objective

The objective of this document is to set out the business and functional requirements for Arizona Statewide Limited Jurisdiction Time Standards Reporting for Limited Jurisdiction Courts. It explains what the system/software is to do and what it will accomplish. It does not give the technical details of how the requirements will be implemented.

#### **Human Resources**

Project Sponsors Marcus Reinkensmeyer

Project Manager Cathy Clarich

Sr. Business Analyst Marretta Mathes

ITD Lead Pat McGrath

Definitions General

**System** – refers to the collective mechanisms used to obtain and generate all report information contained within this document in the justice and municipal courts. The existing statewide case management system is AZTEC. The new case management system being developed is LJ AJACS. There are several other case management systems located around the state. Reports will be developed based on

these business requirements for all the case management systems.

**Start Code**– Specific code designated to start the calculation of time on a case.

**Stop Code** – Specific code designated to end the calculation of time on a case.

**Report Column Titles and Definitions** 

**Assignment** – The courtroom or judicial officer assigned to the case. The court supplying this data element will determine whether a courtroom or judicial officer's name will populate this field.

Case Number – The specific number assigned to a case by the court.

**Case Title** – The name of the first plaintiff party and first defendant party stored in the case management system.

Filing Date – The date of the filing that initiated the case (e.g., Complaint, Citation, Petition, Request).

**Plaintiff Last Name** – The last name of the plaintiff party stored in the case management system.

**Plaintiff First Name** – The first name of the plaintiff party stored in the case management system.

**Defendant Last Name** – The last name of the defendant party stored in the case management system.

**Defendant First Name** – The last name of the defendant party stored in the case management system.

**Case Type** – The case type field more specifically defines the nature of the case. For example, a case may appear on a Protection Order report; however, its case type can be 1) Order of Protection, 2) Injunction Against Harassment or 3) Injunction Against Workplace Harassment.

**Action Type** – This field describes the Start Event (specific code designated to start the calculation of time on a case). Action Types will only apply to Protection Order Detailed Reports.

**Action Date (Contested Protection Orders Only)** – The day the Action Type was entered. This date is will always be the same date the Start Code was entered.

**Excluded Time** – The time omitted from calculation due to a qualifying event. These events require the suspension of time and exclusion of days from the measurement on the age of active pending caseload and time to disposition reports. See Excluded Time requirements.

**Next Scheduled Hearing Date** – The next appearance date scheduled from the case management system. This element will only be populated for Age of Active Pending Detailed Reports.

**Next Scheduled Hearing Type** – The type of appearance scheduled to occur next from the case management system. This element will only be populated for Age of Active Pending Detailed Reports.

**Ruling Judge** –The courtroom or judicial officer that ruled on the case. The court supplying this data element will determine whether a courtroom or judicial officer's name will populate this field.

**Result** – The final action taken on the case; this will stop time calculation. This element will only be populated for cases on the Time to Disposition detail reports.

**Result Date** –The day that final action was taken on a case. This element will only be populated for cases on the Time to Disposition detail report.

**Total Active Days** – This is the total amount of days that apply to a case for time standards reporting. The calculation of this time is dependent on the report type.

**Total Days to Disposition** – This is the total amount of days that apply to a case from the time the measurement starts to the time the measurement ends. This does not take excluded time into consideration.

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## Limited Jurisdiction Time Standards Reporting

On October 17, 2012, the Steering Committee on Arizona Case Processing Standards (the Committee) was established by Administrative Order 2012-80. The Committee reviewed the national model time standards, statutory requirements, court rules, court jurisdiction, business processes and the specific attributes of Arizona and developed a provisional set of case processing standards for all major case types in the justice, municipal and superior courts.

The committee recommended that the Administrative Office of the Courts develop data collection procedures and statistical reports for the automated collection of data in the case management systems. In order for the courts to meet the case processing standards and make improvements where necessary, the following reports will need to be generated from the case management systems:

- Time to Disposition Report CourTools Measure 3 is the number of days that will be counted from the beginning to end of a case to determine if the case processing standard has been met.
- Age of Active Pending Cases Report CourTools Measure 4 is a measure of the age of cases currently pending and awaiting disposition.

The courts do not currently have the necessary tools to retrieve all the data that will be necessary to monitor compliance with the case processing standards. The development of an accurate time to disposition report will enable Arizona courts to define the concept of backlog and to identify a case "in backlog" as any case older than the case processing standard. Once these cases are identified, the court can take the appropriate steps to move the case to disposition. The courts can also use these standards as a tool to manage and monitor active pending cases.

Below you will see a chart illustrating the types of reports the system shall generate:

	Time to Disposition		Age of Active	e Pending
Case Type	Detail	Summary	Detail	Summary
Protective Orders: Ex Parte	x	x	x	NA
Protective Orders: Contested	x	X	x	NA
Protective Orders: Pre-Issuance	x	x	x	NA
Civil Local Ordinance	x	x	x	x
Civil Traffic	x	x	x	x
DUI	x	x	x	x
Criminal Misdemeanor	x	x	x	x
Small Claims	x	x	x	x
<b>Eviction Action</b>	x	x	x	x
Civil Lawsuits	x	х	x	x

37 Report Outputs

15 Separate Report Requirements

General Re	port Requirements (applies to all reports in this document)
Requirement ID #	Functional Requirements Description
GRR-01	The system must produce time calculations in the unit of days. A case with a start code and stop code with the same date must show: 0
GRR-02	When report column titles refer to hours, the system must continue to produce time calculation in units of days.  Example:  The system must recognize a case time calculation of:  0 = within 24 hours  >1 = over 24 hours
GRR-03	The system must recognize a case as only active or disposed at any point in time. A case cannot appear on both an Active Pending Caseload report AND a Time to Disposition report at the same time.
GRR-04	The system must use the Total Active Days and Total Active Days to Disposition to determine which column (range of days) the case should be counted in for all summary reports.
GRR-05	Users will be able to view the report on screen and print on 8.5 X 11 paper.
GRR-06	The following should be added to the footer or other prominent area of every report.  THIS REPORT IS FOR INTERNAL USE ONLY. DO NOT DISTRIBUTE OR SHARE.

User Interface	
Requirement ID #	Functional Requirements Description
UI-01	This report shall be generated as a Crystal Report, and the user may decide to export the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft Excel, Microsoft Word, Rich Text Format, or Plain Text Format.
UI-02	The report needs to be run by the Court ID.
UI-03	The user shall be able to view on the report the name of the court selected.
UI-04	The system shall be password protected.
UI-05	The system shall have one user type with unlimited access to all reports from their court.
UI-06	The user shall enter a valid user login and password to access the system.
UI-07	The user login and password shall allow the user to run reports for all courts associated with that user login and password.
UI-08	The system shall provide the option to the user to run reports within a user-specified date range.
UI-09	The system shall display all cases on the time to disposition reports where all charges or counts have been disposed on the case, and the final disposition date

User Interfac	e
Requirement ID #	Functional Requirements Description
	falls within the date parameter the user selected. The system shall display all cases on the age of active pending reports where the filing date falls within the date parameter the user selected. The relevant data will appear for intermediate standards for the applicable date range for the type of standard (e.g., the pre-issuance age of active pending report will use the date the pre-issuance hearing is set instead of the filing date for the user-selected timeframe.)
UI-10	The system shall only allow the user to enter a specific date range.
UI-11	The user shall be able to view on the report the specific date range.
UI-12	The system shall provide the option to the user to run reports by Arizona Case Processing Time Standards categories:  1. Protection Orders – Ex Parte 2. Protection Orders – Contested 3. Protection Orders – Pre-Issuance Hearings 4. Civil Local Ordinances 5. Civil Traffic 6. Criminal Misdemeanors 7. DUI 8. Small Claims 9. Eviction Actions 10. Justice Court Civil Cases
UI-13	The system shall provide the option to the user to run reports by report type:  1. Time to Disposition Detailed 2. Time to Disposition Summary 3. Age of Active Pending Detailed 4. Age of Active Pending Summary
UI-14	For a single report the system shall require the user to select a report category (UI-12) and report type (UI-13).

Prioritization of Charges (Justice and Municipal Courts)		
Requirement ID #	Functional Requirements Description	
POC - 01	The system shall generate reports for limited jurisdiction time standards. Each case which contains charges shall be categorized into one of the following report categories:  1. Criminal Misdemeanor DUI 2. Criminal Misdemeanor 3. Civil Traffic 4. Civil Local Ordinance	

Prioritization	of Charges (Justice and Municipal Courts)
Requirement ID #	Functional Requirements Description
POC - 02	The system shall prioritize the charges on each case to assign it to the correct report. A case with multiple charges shall be placed into the category of highest priority. The priority ranking (highest to lowest) is:  1. DUI 2. Criminal Misdemeanor 3. Civil Traffic 4. Civil Local Ordinance For example: If a defendant is cited for speeding (Civil Traffic) and driving under the influence (DUI) on the same case, the case should be on the DUI report rather than the Civil Traffic report.
POC-03	Regardless of the report that a case is assigned to by prioritization, the system shall continue to calculate time for the case until all charges have been completely disposed, and cases that are not completely disposed shall remain on the age of active pending report.

#### **Excluded Time**

Certain occurrences may happen that require the suspension of time and exclusion of days from the measurement. These occurrences disrupt the court's control of the case and its ability to move the case forward. Occurrences that result in excluded time are listed below:

Excluded T Requirement	Functional Requirements Description						
ID #	Tunetional Requirements Description	'					
ET-01	•	time from Total Active Days and Total Active Days e exclusion code is entered on a case.					
ET-02	The system must exclude time from	time calculation when a code representing a stay  n Appeal is entered until a new code has been					
	AZTEC EVENT CODE	General Description					
	7211	Stay: Pre-adj Appeal (Stop Clock))					
	7212	Resume: Pre-adj Appeal (Start Clock)					
	Note: An appeal is a qualifying time exclusion code for the following reports:  1. Civil Local Ordinances 2. Civil Traffic 3. Criminal Misdemeanors						
	4. Criminal Misdemeanor DUI						
	5. Justice Court Eviction Actions						
	6. Justice Court Civil Cases						
ET-03	The system must exclude time from time calculation when a code representing a stay of proceedings for <b>Service Member Civil Relief Act</b> is entered until a new code has						
	been entered to indicate the restart of the case.						
	AZTEC EVENT CODE	General Description					
	7179	Stay: SCRA-Stay (Stop Clock)					
	7180	Resume: SCRA-Lifted (Start Clock)					
	Note: Service Member Civil Relief Act is a qualifying time exclusion code for the following reports:						
	1. Civil Local Ordinances						
	2. Civil Traffic						
	3. Small Claims						
	<ul><li>4. Justice Court Eviction Actions</li><li>5. Justice Court Civil Cases</li></ul>						

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Excluded T	'ime						
Requirement ID #	Functional Requirements Description						
ET-04	The system must exclude time from time calculation when a code representing a of proceedings for a <b>Pre-Adjudication Special Action</b> is entered until a new code been entered to indicate the restart of the case.						
	AZTEC EVENT CODE	General Description					
	7177	Stay: Special Action-Filed (Stop Clock)					
	7178	Resume: Special Action-Lifted (Start					
		Clock)					
	, , , ,	ime exclusion code for the following reports:					
	1. Civil Local Ordinances						
	2. Civil Traffic						
	3. Criminal Misdemeanors						
	4. Criminal Misdemeanor DUI						
	5. Justice Court Eviction Actions						
	6. Justice Court Civil Cases						
ET-05	The system must exclude time from time calculation when a code representing a stay						
	of proceedings for a <b>Bankruptcy</b> is entered until a new code has been entered to						
	indicate the restart of the case.						
	AZTEC EVENT CODE	General Description					
	9294	Notice of Bankruptcy Filed (Stop Clock)					
	9295	Order Bankruptcy Discharge (Start					
	Clock)						
	Note: Bankruptcy is a qualifying time exclusion code for the following reports:						
	1. Civil Local Ordinances						
	2. Small Claims						
	3. Justice Court Eviction Actions						
	4. Justice Court Civil Cases						

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<b>Excluded T</b>	'ime							
Requirement	Functional Requirements Description							
ID#	' '							
ET-06	· · · · · · · · · · · · · · · · · · ·	time calculation when a code representing the ant is entered until a new code has been entered						
	AZTEC EVENT CODE	General Description						
	5590, 5156, 5160, and 5163	Pre-adjudication Warrant Issued (Stop Clock)						
	5591, 5159, 5165, and 5168	Pre-adjudication Warrant Quashed/ Terminated (Start Clock)						
	Note: Pre-adjudication warrants are reports:  1. Criminal Misdemeanors 2. Criminal Misdemeanor DUI	a qualifying time exclusion code for the following						
ET-07	The system must exclude time from time calculation when a code representing a <b>Pre-Adjudication Diversion</b> is entered until a new code has been entered to indicate the							
	restart of the case.  AZTEC EVENT CODE	General Description						
	7215, 7216	Stay: Diversion (Stop Clock)						
	7217	Stay: Other (Stop Clock)						
	7218	Resume: DIV/DS/OTHER (Start Clock)						
	Note: Diversions are a qualifying tin	ne exclusion code for the following reports:						
ET-08	<b>Defensive Driving Program</b> is entere	time calculation when a code representing d until a new code has been entered to indicate						
	the restart of the case.  AZTEC EVENT CODE	General Description						
	5690	General Description  DDP Class Register (Stop Clock)						
	5634	Defensive Driving Program						
	3034	Continuance (Stop Clock)						
	5680, 5682 and 5683	DDP Complete (Start Clock)						
	3000	1 2 2 3 Three (State Siden)						

<b>Excluded T</b>								
Requirement ID #	Functional Requirements Description							
	Note: Defensive Driving Programs are a qualifying time exclusion code for the following reports:  1. Civil Traffic 2. Criminal Misdemeanors							
ET-09	The system must exclude time from time calculation when a code representing a <b>Rule</b> 11 Competency Issue is entered until a new code has been entered to indicate the restart of the case.							
	AZTEC EVENT CODE	General Description						
	7208	Rule 11 Competency (Stop Clock)						
	7209 Rule 11 Competency Lifted (Start Clock)							
	Note: Rule 11 Competency Issues are a qualifying time exclusion code for the							
	following reports:							
	<ol> <li>Criminal Misdemeanors</li> </ol>							
	2. Criminal Misdemeanor DUI							

#### **Protection Order Reporting**

A **protection order** is defined as a court order instructing a person to desist from abusing or harassing the petitioner for a fixed period. This includes Orders of Protection, Injunctions Against Harassment and Injunctions Against Workplace Harassment.

**Ex Parte Protection Orders,** for the purposes of this document, will refer to any protective order that has not been set for a pre-issuance hearing. This section details the functionality required for the development of an age of active pending caseload report from the case management systems. There is no excluded time.

The time to disposition report shall measure the number of days from the date the petition for a protection order is filed through the date the order is issued, denied or transferred to another court. The report should reflect the total number and percentage of cases meeting the standard set below.

The age of active pending caseload report shall pull all cases **without** a disposition or stop code (e.g., order issued, denied, or transferred to another court) and shall measure the number of days from the date the petition for order of protection is filed through the date the report is run. The report should reflect the total number and percentage of cases meeting the standard set below.

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Note: In Arizona a pre-issuance hearing may be ordered by the court within 10 days if the judge feels there is inadequate information. The case management systems may have to pull pre-issuance hearing information from case events as this is not a final disposition that would change the case status. The denial or issuance of an ex parte petition is a final disposition in the case status field.

#### 99% within 24 hours

**Measurement:** The date the petition for the protective order is filed to the date the protective

order is issued or denied.

**Excluded Time:** No excluded time.

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Protection	Orders: Ex Parte Time to Disposition Detailed Report
Requirement	Functional Requirements Description
ID#	
	See Exhibit 1 for report mockup
EPDD-01	This report shall be generated as a Crystal Report, and the user may decide to export
	the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft
	Excel, Microsoft Word, Rich Text Format, or Plain Text Format.
EPDD-02	The report shall display to the user the following column titles from left to right:
	1. Case Number
	2. Filing Date
	3. Case Title
	4. Judge
	5. Case Type
	6. Result
	7. Result Date
	8. Total Active Days to Disposition
EPDD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and
	then numerically by case number.
EPDD-04	In the header of the report the following language shall be displayed:
	Standard: 99% within 24 hours.
EPDD-05	The columns of the report shall be populated with the corresponding data from the
	case management system.
EPDD-06	This report shall only capture cases that have
	<ol> <li>been designated as ex parte protective order cases</li> </ol>
	AND
	2. a stop code entered on them
EPDD-07	The system shall start recording time when a petition/request for a protection order is
	filed (filing date).
EPDD-08	The system shall recognize the filing date as the date associated with the start code.

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Protection	Orders: Ex Parte Time to Dis	position Detailed Report			
Requirement ID #	Functional Requirements Description				
EPDD-09	The system shall recognize only the f	following as start codes:			
	AZTEC EVENT CODE	General Description			
	7150	PO Petition Filed			
EPDD-10	The system shall recognize the result	date as the date associated with the stop code.			
EPDD-11	The "Result" column on the repo associated with the stop code.	rt shall display the general description that is			
EPDD-12	In the instance that more than one qu	ualifying stop code is entered on a case, the system			
	shall end time calculation on the dat	e of the earliest stop code.			
EPDD-13	The system shall recognize the follow	ving as stop codes:			
	AZTEC EVENT CODE	General Description			
	7151	PO Issued			
	7152	PO Denied			
	7163	PO Transferred Out			
EPDD-14	The system shall calculate the Total Active Days to Disposition as follows:  Result Date (Stop Code) – Filing Date (Start Code) = Total Active Days to Disposition				
EPDD-15	The system shall allow this report to	be run by a user for a selected date range for cases			
	disposed within the selected date ra	nge.			
EPDD-16	The report shall not display the case parties if a case is sealed. Instead populate the				
	case party name fields with text 'SEA	LED'.			

Requirement	Orders: Ex Parte Time to Disposition Summary Report  Functional Requirements Description					
ID#						
		See <u>Exhibit 2</u> for report mock				
EPDS-01	This report shall be generated as a Crystal Report, and the user may decide to export					
	the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsof					
	Excel, Microsoft Word, Rich Text F					
EPDS-02	The summary reports should be calculating based on the data pulled into the detail					
	1 .	d value depends on the accuracy of the data pulled				
EDDC 02	into the detail report.	Harris de la companya de di la contra de la contra del la contra de la contra del la contra del la contra de la contra de la contra del				
EPDS-03	•	llowing language shall be displayed:				
EPDS-04	Standard: 99% within 24 hours	s that have				
EPD3-04	This report shall only capture case  1. been designated as ex par					
	AND	te protective order cases				
	2. a stop code entered on th	em				
EPDS-05	·	me when a petition/request for a protection order				
	filed (filing date).	, , , , ,				
EPDS-06	The system shall recognize the fili	ng date as the date associated with the start code.				
EPDS-07	The system shall recognize only th	e following as start codes:				
	AZTEC EVENT CODE	General Description				
	7150	Protective Order Petition Filed				
EPDS-08		sult date as the date associated with the stop code.				
EPDS-09	The system shall recognize only th					
	AZTEC EVENT CODE	General Description				
	7151	PO Issued				
	7152	PO Denied				
EDDC 40	7163	PO Transferred Out				
EPDS-10	The system shall calculate the Total Active Days to Disposition as follows:  [Result Date (Stop Code) – Filing Date (Start Code)] = Total Active Days to Disposition					
	[Result Date (Stop Code) = Filling i	Date (Start Code)] - Total Active Days to Dispositi				
EPDS-11	The report shall show the total co	unt and percentage of all Protection Orders dispos				
2. 03 11	1	ns shall be shown under the column titled <i>Subtotal</i>				
EPDS-12		unt and overall percentage of all Protection Orders				
	disposed over 24 hours per Assignment. These calculations shall be shown under the					
	column titled <i>Subtotal</i> .					
EPDS-13	The report shall show the grand to	otal count and percentage of all Protection Orders				
	disposed. These calculations shall	be shown under the column titled <i>Grand Totals</i> .				
EPDS-14	The report shall:					
		ach "case type" disposed within 24 hours. The "cas				
	type" categories can be seen in the chart below.					
	2. Show the number of each "case type" in the column titled Within 24 hours.					

Protection (	Orders	: Ex I	Parte '	Time t	o Dis	positi	on Su	ımmaı	ry Rei	port		
Requirement	Functional Requirements Description											
ID#												
	AZTE	C CASE	TYPE (	CODE	Gen	eral De	escript	ion	Co	lumn	Subtitle	9
	D15				_	DER OF			OI	)		
	C62					JNCTIO RASSME		INST	IA	Н		
	C64					AGAINS RASSME		RKPLAC	E IW	/H		
	<ol> <li>Show the total count of each "case type" disposed over 24 hours. The "catype" categories can be seen in the chart below.</li> <li>Show the number of each "case type" in the column titled Over 24 hours.</li> </ol>							hours.				
	l ———	C CASE	TYPE (	CODE		eral De					Subtitle	9
	D15				OKL	DER OF	PROTE	CHON	OI	,		
	C62					INJUNCTION AGAINST HARASSMENT			IA	IAH		
	C64				_	INJ AGAINST WORKPLACE HARASSMENT			E IW	IWH		
EPDS-16	The report shall show the total percentage of each case type disposed within 24 horns percentage should be calculated by taking the total of a specific case processed within 24 hours and dividing it by the total number of that specific case processed within the reporting period. The same method should be used to calculate percentage of cases disposed over 24 hours.  Example:						c case type fic case type					
		24 hou	ırs	Sub-	Over	24 Hou	ırs	Sub-	Total	s for Ea	ach	Grand
				total				total	case			Total
	OP	IH	IAW		OP	IH	IAW		OP	ΙΗ	IAW	
	24	32	12	68	12	5	6	23	36	37	18	91
	67%	86%	67%	75%	33%	14%	6%	25%	40%	41%	20%	100%
	]											

Protection (	Protection Orders: Ex Parte Time to Disposition Summary Report					
Requirement ID #	Functional Requirements Description					
EPDS-17	The system shall allow this report to be run by a user for a selected date range to display cases with a result within the selected date range.					

Protection	Orders: Ex Parte Age of Active Pending Caseload Detailed Report
Requirement ID #	Functional Requirements Description
	See <u>Exhibit 3</u> for report mockup
EPAD-01	This report shall be generated as a Crystal Report, and the user may decide to export the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft Excel, Microsoft Word, Rich Text Format, or Plain Text Format.
EPAD-02	The report shall display to the user the following column titles from left to right:  1. Case Number  2. Filing Date  3. Case Title  4. Judge  5. Case Type  6. Result  7. Result Date  8. Active Days
EPAD-03	In the header of the report the following language shall be displayed: Standard: 99% within 24 hours
EPAD-04	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and then numerically by case number.
EPAD-05	The columns of the report shall be populated with the corresponding data from the case management system.
EPAD-06	On the column titled "Next Scheduled Hearing Date", the report shall show the first future hearing date after the current date.
EPAD-07	This report shall only capture cases that  1. have been designated as ex parte protective order cases  AND

Protection	Orders: Ex Parte Age of Activ	ve Pending Caseload Detailed F	Report			
Requirement ID #	Functional Requirements Description					
	2. do not have a stop code ente	ered on them				
EPAD-08	The system shall start recording time filed (filing date).	e when a petition/request for a protection	on order is			
EPAD-09	The system shall recognize the filing	date as the date associated with the sta	rt code.			
EPAD-10	The system shall recognize only the f	following as start codes:				
	AZTEC EVENT CODE	General Description				
	7150	Protective Order Petition Filed				
EPAD-11	The system shall recognize the result	date as the date associated with the sto	op code.			
EPAD-12	The system shall recognize only the following as stop codes:					
	AZTEC EVENT CODE	General Description				
	7151	PO Issued/Granted				
	7152	PO Denied				
	7163	PO Transferred Out				
	Note: The system shall recognize the included on the report.	at if there is a stop code, the case shoul	d not be			
EPAD-13	The system shall calculate the Total A	Active Days as follows:				
	Current Date – Filing Date (Start Cod	de) = Total Active Days				
EPAD-14	The system shall allow this report to be run by a user for a selected date range to display cases filed within the selected date range. When entering parameters, text shall display: "To display all active pending cases, use a start date of 1/1/1900."					
EPAD-15	The report shall not display the case parties if a case is sealed. Instead, populate the case party name fields with text 'SEALED'.					

Protection Orders: Contested Time to Disposition Detail Report

Contested Protection Orders - Contested Protection Orders, for the purposes of this document, will refer

to any protective order that has been contested by the defendant/respondent party.

Contested Hearing – A contested hearing is when the defendant requests a hearing after the protection

order has been issued. The hearing must be conducted within 5 or 10 days, depending on whether

exclusive use of the parties' residence was ordered.

This section details the functionality required for the development of a time-to-disposition report from

the case management systems. There is no excluded time.

The time-to-disposition report shall measure the number of days from the date the respondent/

defendant files a request for hearing to the date the protective order is affirmed, modified, or dismissed/quashed. The report should reflect the total number and percentage of cases meeting the

standard set below.

The age of active pending caseload report shall pull all cases without a disposition or stop code (e.g., order

affirmed, modified or quashed) and shall measure the number of days from the date the respondent/

defendant files a request for hearing through the date the report is run. The report should reflect the total

number and percentage of cases meeting the standard set below.

Note: In Arizona, a second hearing generally only occurs if the defendant request one. The case

management systems may have to pull information on the request for hearing from case events, as this

is not an initial filing.

The following provisional standards have been recommended for the protection orders contested

hearings in Arizona.

90% within 10 days

98% within 30 days

Measurement: The date the request for hearing is filed to the date the protective order is

affirmed, modified, or dismissed/quashed.

**Excluded Time:** 

No excluded time.

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Requirement	Orders: Contested Time to D  Functional Requirements Description				
ID #	runctional kequirements description	1			
		See <u>Exhibit 4</u> for report mockup			
CDD-01	This report shall be generated as a Crystal Report, and the user may decide to export the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft Excel, Microsoft Word, Rich Text Format, or Plain Text Format.				
CDD-02	The report shall display to the user the service of the service of the user th	ne following fields from left to right:			
l	9. Total Active Days To Disposit	ion			
CDD-03	This report shall list cases alphabetic then numerically by case number.	cally by case type designation (e.g., CV or DO) and			
CDD-04	In the header of the report, the follo Standard: 90% within 10 days, 98% v				
CDD-05	The columns of the report shall be case management system.	populated with the corresponding data from the			
CDD-06	This report shall only capture cases t  1. a request for hearing by the AND  2. a stop code entered on them	defendant			
CDD-07	,	e when a request for a protection order hearing is e after an existing event code of 7151 – PO Issued			
CDD-08	The system shall recognize only the f  AZTEC EVENT CODE  7155				
CDD-09	The system shall recognize the result	date as the date associated with the stop code.			
CDD-10	The "Result" column on the report shall display the general description that is associated with the stop code.				
CDD-11	In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the earliest stop code.				
CDD-12	The system shall recognize only the f  AZTEC EVENT CODE  7159  7160  7161	General Description PO Modified PO Remains in Effect PO Quashed/Dismissed			

Protection	Orders: Contested Time to D	Disposition Detailed Report				
Requirement	Functional Requirements Description					
ID#						
	7163	PO Transferred Out				
	7164	PO Hearing Cancelled				
CDD-13	I	Active Days to Disposition as follows:				
	Result Date (Stop Code) – Action Da	ate (Start Code) = Total Active Days to Disposition				
CDD-14	The system shall allow this report to be run by a user for a selected date range to display cases with a result within the selected date range.					
CDD-15	The report shall not display the cas case party name fields with text 'SEA	e parties if a case is sealed. Instead populate the ALED'.				

Protection (	Orders: Contested Time to Disp	osition Summary Report				
Requirement ID #	Functional Requirements Description					
		See Exhibit 5 for	report mockup			
CDS-01	This report shall be generated as a Crystal Report, and the user may decide to export the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft Excel, Microsoft Word, Rich Text Format, or Plain Text Format.					
CDS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detail report.					
CDS-03	The columns of the report shall be pomanagement system.	opulated with the corresponding data	a from the case			
CDS-04	In the header of the report the follow Standard: 90% within 10 days, 98% w					
CDS-05	This report shall only capture cases that have  1. a request for hearing by the defendant  AND  2. a stop code entered on them					
CDS-06	The system shall start recording time when a request for a protection order hearing is requested by the defendant on a case <i>after</i> an existing event code of 7151 – PO Issued.					
CDS-07	The system shall recognize only the f  AZTEC EVENT CODE  7155	ollowing as start codes:  General Description  PO Hearing Requested				
CDS-08	The system shall recognize the result		stop code.			
CDS-09	The system shall recognize only the f	ollowing as stop codes:				

	Orders: Contested Time		ımary Report			
Requirement ID #	Functional Requirements De	escription				
ID #	AZTEC EVENT CODE	General Desc	crintion			
	7159	PO Modified	прион			
	7160	PO Remains i	n Effect			
	7161	PO Quashed/				
	7163	PO Transferre				
	7164	PO Hearing C				
CDS-10	In the instance that more th			se the system		
CD3 10	shall end time calculation or	, , , , ,		ise, the system		
CDS-11	The system shall calculate th					
000 11	Result Date (Stop Code) – A	•	•	o Disposition		
CDS-12	The report shall show the to					
	within 10 days. These calcu		~	•		
CDS-13	The report shall show the to					
CD3-13	within 11-30 days. These ca	-				
	·					
CDS-14	The report shall show the to	-		-		
	over 30 days. These calcula	tions shall be shown un	der the column titled S	Subtotal.		
CDS-15	The report shall show the gr	and total count and per	rcentage of all Protecti	on Orders		
020 10	disposed. These calculations	· ·	-			
	-					
CDS-16	The report shall:					
	Show the total coun		· ·	. The "case		
		be seen in the chart be				
	2. Show the number o	f each "case type" in the	e column titled <i>0-10 da</i>	ays.		
	AZTEC CASE TYPE CODE	General Description	Column Subtit	lo		
	D15	DR – ORDER OF	OP	ie		
		PROTECTION	Or			
	C62	INJUNCTION AGAINST	T IAH			
		HARASSMENT	1 1011			
	C64	INJ AGAINST WORKPI	LACE IWH			
		HARASSMENT	1777			
	TICHOSIVIENT					
CDS-17	The report shall show the t	otal percentage of each	h case type disposed v	within 10 days		
	The report shall show the total percentage of each case type disposed within 10 days.  This percentage should be calculated by taking the total of a specific case type processed					
	within 10 days and dividing it by the total number of that specific case type processed					
	within the reporting period.	•	,	,, ,		
	Example :					
	0-10 days Sub- 11-	*	31+ days	Sub- Total Cases		
	Ttl	Ttl		Ttl		

Protection Requirement		ional		irement										
ID #	Funct	ionai	nequ	пешеш	s Desc	riptio	11							
	OP	IH	IAW		OP	IH	IAW		OP	IH	IAW		OP	IH
	24	32	12	68	12	5	6	23	1 500/	1 500/	0	2	37	38
	67%	86%	67%	73%	33%	14%	6%	25	50%	50%	0%	2%	40%	419
CDS-18	The re	eport	shall:											
	1	. Sho	ow th	e total c	ount o	of eacl	า "cas	se type	" dispos	ed withii	n 11-30 d	days. T	he "c	ase
				_					t below					
	2. Show the number of each "case type" in the column titled 11-30 days.													
			<u> </u>	75. 665							0.1.1			
		EC CA	SE TY	PE COD				scripti	on	_	nn Subti	tie		
	D15					DR – C				OP				
	663					PROTE			NCT	1011				
	C62					HARA:		N AGAI	IIVST	IAH				
	C64								KPLACE	IWH				
	004								INI LACE	10011				
		HARASSMENT  The report shall show the total percentage of each case type disposed within 11-30 days.												
CDS 10	Thor	nort	chall	chow th					ch caco	typo dicr	ocod wi	thin 11	30 4·	21/5
CDS-19		•			e tota	l perce	entag	e of ea						•
CDS-19	This p	ercer	ntage	should l	e tota oe calo	l perce	entag d by t	e of ea aking t	he total	of a spe	cific case	type p	roces	sed
CDS-19	This p	ercer n 11-3	ntage 80 day	should l s and di	e tota be cald	l perce	entag d by t	e of ea aking t	he total	of a spe		type p	roces	sed
CDS-19	This p	ercer n 11-3	ntage 80 day	should l	e tota be cald	l perce	entag d by t	e of ea aking t	he total	of a spe	cific case	type p	roces	sed
CDS-19	This p within	ercer n 11-3 n the	ntage 80 day	should l s and di	e tota be cald	l perce	entag d by t	e of ea aking t	he total	of a spe	cific case	type p	roces	sed
CDS-19	This p	ercer n 11-3 n the i	ntage 80 day	should I s and di ting per	e tota be cald	l perce culated ; it by t	entag d by t	e of ea aking t otal nur	he total	of a spec	cific case	type p	roces	sed sed
CDS-19	This p within within	n 11-3 n the i	ntage 80 day repor	should I s and di ting per	e tota pe calc ividing iod.	l perce culated g it by t	entag d by t the to	e of ea aking t otal nur	he total mber of	of a spec	cific case	type p	roces proces	sed sed of Eac
CDS-19	This p within within	ercer n 11-3 n the i	ntage 80 day	should I s and di ting per	e tota be cald ividing iod.	l perce culated ; it by t	entag d by t	e of ea aking t otal nur	he total mber of	of a spec	cific case	type p	roces	of Ear
CDS-19	This p within within Exam 0-10 c	n 11-3 n the I ple:	ntage 30 day repor	should l s and di ting per	e tota pe calcividing iod.	l perce culated ; it by t	entag d by t the to	e of ea aking t otal nur	he total mber of 31+ day	of a specthat spec	cific case	type p	Total OP	of Ea
	This p within within Exam 0-10 c	ple:	itage 30 day repor	should l s and di ting per	e tota pe calc ividing iod.  11-30  OP 12	days	entag d by t the to	e of ea aking t otal nur	31+ day OP 1	of a specthat spectral spectra	cific case	Sub- Ttl	Total OP 37	of Ea
	This p within within Exam O-10 c	ple: lays  IH 32 84%	IAW 12 67%	should laws and disting per  Sub- Ttl  68 73%	e tota pe calc ividing iod.  11-30  OP 12	days	entag d by t the to	e of ea aking t otal nur	31+ day OP 1	of a specthat spectral spectra	cific case	Sub- Ttl	Total OP 37	of Ea
	This p within within CExam O-10 co OP 24 65%	ple: lays  IH 32 84%	IAW 12 67%	should l vs and di ting per Sub- Ttl 68 73%	e tota ce caldividing iod.	days  IH 5 13%	IAW 6 33 %	e of ea aking t tal nur Sub- Ttl 23 25	and the state of t	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	of Ea
	This p within within CExam O-10 co OP 24 65%	ple: lays  IH 32 84%	IAW 12 67% shall:	should last and disting per  Sub- Ttl  68 73%	e tota ce caldividing iod.	days  IH 5 13%	IAW 6 33 %	e of ea aking t otal nur Sub- Ttl 23 25	31+ day OP 1 3%	of a specthat spectha	cific case	sub- Ttl	Total OP 37 40%	of Ea
	This p within within Exam O-10 c OP 24 65%	ple: ple: lays  IH 32 84%  eport Sho	IAW 12 67% shall:	should last and disting per  Sub- Ttl  68 73%	e tota ce cald ividing iod.  11-30  OP 12 32%	days  IH 5 13%  of each	IAW 6 33 %	e of ea aking t otal nur Sub- Ttl 23 25 se type ne char	31+ day OP 1 3% " dispose the below.	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	of Ea
	This p within within Exam O-10 c OP 24 65%	ple: ple: lays  IH 32 84%  eport Sho	IAW 12 67% shall:	should laws and disting per  Sub- Ttl  68  73%  e total of tegories	e tota ce calc ividing iod.  11-30  OP  12  32%  count of can be ce can be	days  IH 5 13%  of each	IAW 6 33 % n "cas	Sub- Ttl 23 25 25 se type ne char	31+ day OP 1 3% " dispose the below.	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	of Ea
	This p within within within Exam 0-10 c OP 24 65%  The re 1	ple: ple: lays  IH 32 84%  eport Sho	IAW 12 67% shall:	should laws and disting per  Sub- Ttl  68  73%  e total of tegories	e tota pe calc ividing iod.  11-30  OP 12 32%	days  HH 5 13%  of each	IAW 6 33 % n "cas	e of ea aking t otal nur Sub- Ttl 23 25 Se type ne char	31+ day OP 1 3% " dispose the below.	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	of Ea
	This p within within within Exam 0-10 c OP 24 65%  The re 1	ple: ple: lays  IH 32 84%  eport Sho	IAW 12 67% shall:	should laws and disting per  Sub- Ttl  68  73%  e total of tegories	e tota ce cald ividing iod.  11-30  OP  12  32%  count of can be	days  IH 5 13%  Def each see seen Gener DR — C	IAW 6 33 % n "cash in the tral De	e of ea aking t otal nur Sub- Ttl 23 25 Se type ne char	31+ day OP 1 3% " dispost below.	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	of Ea
CDS-19	This p within within Exam O-10 c OP 24 65%  The ro 1	ple: ple: lays  IH 32 84%  eport Sho	IAW 12 67% shall:	should laws and disting per  Sub- Ttl  68  73%  e total of tegories	e tota ce calc ividing iod.  11-30  OP  12  32%  count of can be	days  IH 5 13%  Def each see seen Gener DR — C	IAW 6 33 % n "cas	e of ea aking t otal nur Sub- Ttl 23 25 se type ne char escriptic R OF	31+ day OP 1 3% " dispost below.	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	of Ea
	This p within within Exam O-10 c OP 24 65%  The ro 1	ple: ple: lays  IH 32 84%  eport Sho	IAW 12 67% shall:	should laws and disting per  Sub- Ttl  68  73%  e total of tegories	e tota ce calc ividing iod.  11-30  OP 12 32%	days  IH 5 13%  of each oe seen Gener DR – C PROTE INJUN HARA	IAW 6 33 % 1 "case in the trail De	e of ea aking t btal nur Sub- Ttl 23 25 se type ne char escriptic R OF	31+ day OP 1 3% " dispost below.	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	sed sed
	This p within within Exam  O-10 c OP 24 65%  The re 1  AZTI D15  C62	ple: ple: lays  IH 32 84%  eport Sho	IAW 12 67% shall:	should laws and disting per  Sub- Ttl  68  73%  e total of tegories	e tota ce calc ividing iod.  11-30  OP  12  32%	days  IH 5 13%  of each oe seen Gener DR – C PROTE INJUN HARA	IAW 6 33 %  IAW Cash in the top CTIO	e of ea aking total nurse sub-Ttl 23 25 25 See type ne chares escription R OF N N AGAINT T WOR	31+ day OP 1 3%  " dispose t below.	of a specthat spectha	IAW 0 0%	sub- Ttl	Total OP 37 40%	of Ea
	This p within within Exam O-10 c OP 24 65%  The re 1  AZTI D15  C62  C64	ple: lays  IH 32 84%  Eport Sho	IAW  IAW  12  67%  shall: be " ca  SE TY	should last and disting per Sub-Ttl 68 73% e total cotegories PE COD	e tota ce calc ividing iod.  11-30  OP  12  32%  count of can be	days  lih 5 13%  of each e seen DR – CP PROTE INJUN HARA: INJ AG HARA:	IAW 6 33 %  "cash in the CTIO	e of ea aking t otal nur Sub- Ttl 23 25 se type ne char escriptie R OF N N AGAI	31+ day OP 1 3% " dispost below. on	of a specthat spectha	IAW 0 0%	sub- Ttl 2 2%	Total OP 37 40%	of Ea

IAW 18

19%

93

100%

Protection (	rders	s: Co	ntes	ted Tiı	me to	) Dist	osit	ion Su	ımmarv	/ Repoi	rt			
Requirement ID #	1			irement					<u></u>	<u></u>				
CDS-21	perce 30 da repor	The report shall show the total percentage of each case type disposed over 30 days. This percentage should be calculated by taking the total of a specific case type processed over 30 days and dividing it by the total number of that specific case type processed within the reporting period.										ver		
	0-10 c	•		Sub-	11-30	days		Sub-	31+ days			Sub-	Total	of Eac
	OD		1010/	Ttl	OD	1	1010/	Ttl	OD	Liii	T 1010/	Ttl	OD	
	OP 24	1H 32	IAW 12	68	OP 12	IH 5	IAW 6	23	OP 1	IH 1	IAW 0	2	OP 37	1H 38
İ	65%	84%	67%	73%	32%	13%	33	25	3%	3%	0%	2%	40%	41%
	2 <b>AZT</b> I D15			ese calc	E	<b>Gener</b> DR – 0	r <b>al De</b> DRDEF	scription	er the co on	,	ed <i>Total</i> n Subtit		5.	
	C62					PROTECTION INJUNCTION AGAINST HARASSMENT INJ AGAINST WORKPLACE			IAH					
						HARASSMENT				IVVII				
CDS-23	shoul by the repor	d be of the determinant determ	calcul I num	ated by ber of P	taking Protect	the t	otal o	f a spe proces	ich case t cific case sed (loca	type pr	ocessed	and d	lividin	git
	0-10 c	days		Sub- Ttl	11-30	days		Sub- Ttl	31+ days			Sub- Ttl	Total	Cases
	OP 24	IH	IAW	CO	OP	IH 5	IAW	22	OP 1	IH 1	IAW	2	OP	IH
	67%	32 86%	12 67%	73%	33%	14%	6	23 25	50%	50%	0	2%	37 40%	38 41%
CDS-24		•		show th and Tota	_	nd tota	al of a	II prote	ection or	ders prod	cessed u	nder t	he	
CDS-25	The re	eport	shall	display 1	to the	user t	he su	btotal (	(count an	d percei	ntage) fo	or each	n gap.	
CDS-26									user for a		d date r	ange t	0	

Report		
Requirement ID #	Functional Requirements Descri	otion
		See <u>Exhibit 6</u> for report mockup
CAD-01		s a Crystal Report, and the user may decide to export o CSV (comma delimited), Acrobat (PDF) file, Microsoft Format, or Plain Text Format.
CAD-02	<ol> <li>Case Number</li> <li>Filing Date</li> <li>Case Title</li> <li>Judge</li> <li>Case Type</li> <li>Next Hearing Date</li> <li>PO Hearing Request Dat</li> </ol>	er the following column titles from left to right:
CAD-03	8. Total Active Days  This report shall list cases alphal then numerically by case numbe	petically by case type designation (e.g., CV or DO) and r.
CAD-04	• •	ollowing language shall be displayed:
CAD-05	The columns of the report shall case management system.	be populated with the corresponding data from the
CAD-06	On the column titled "Next Hear date after the current date.	ing Date", the report shall show the first future hearing
CAD-07		ring Date", the report shall show the highest number equences on the same date and time.
CAD-08	This report shall only capture can  1. have a request for heari  AND  2. do NOT have a stop code	ng by the defendant
CAD-09	, ,	time when a request for a protection order hearing is case <i>after</i> an existing event code of 7151 – PO Issued.
CAD-10		O Hearing Request date as the date associated with
CAD-11	The system shall recognize only AZTEC EVENT CODE	the following as start codes:  General Description
	7155	PO Hearing Requested

Protection Report	Orders: Contested Age of Ac	tive Pending Caseload Detailed				
Requirement ID #	Functional Requirements Description					
CAD-13	The system shall recognize only the	following as stop codes:				
	AZTEC EVENT CODE	General Description				
	7159	PO Modified				
	7160	PO Remains in Effect				
	7161	PO Quashed/Dismissed				
	7163	PO Transferred Out				
	7164	PO Hearing Cancelled				
	Note: The system shall recognize th	at if there is a stop code, the case should not be				
	included on the report.					
CAD-14	The system shall calculate the Total	Active Days as follows:				
	Current Date – Filing Date (Start Co	de) = Total Active Days				
CAD-15	The system shall allow this report to	be run by a user for a selected date range to display				
	cases filed within the selected date range. When entering parameters, text shall display					
	stating "To display all active pending cases, use a start date of 1/1/1900."					
CAD-16	The report shall show the total num	per of cases that are active as of the day the report				
	is run by the user, for the selected ti	me period.				
CAD-17	The report shall not display the cas	e parties if a case is sealed. Instead populate the				
	case party name fields with text 'SEA	ALED'.				

### Protection Orders: Pre-Issuance Hearings Reporting

**Pre-Issuance Hearings** are typically scheduled after an Ex Parte Hearing is held in situations where the judge feels there is inadequate information on which to base the order and wants to hear from both parties. Statute requires pre-issuance hearings to be scheduled within 10 days with reasonable notice to the defendant.

This section details the functionality required for the development of a time-to-disposition report and an age of active pending caseload report from the case management systems. There is no excluded time.

The time-to-disposition report shall measure the number of days from the date the pre-issuance hearing is set to the date the protective order is issued or denied. The report should reflect the total number and percentage of cases meeting the standard set by statute.

The age of active pending caseload report shall pull all cases **without** a disposition or stop code (e.g., order issued or denied) and shall measure the number of days from the date the pre-issuance hearing is set through the date the report is run. The report should reflect the total number and percentage of cases meeting the standard set by statute.

There is no provisional standard for pre-issuance hearings. But pursuant to Arizona law, (A.R.S. §§ 12-1809(E), 12-1810(E), 13-3602(F) and Rules 23(k), 25(h), 26(g), ARPOP) if, after the ex parte hearing, the judicial officer has insufficient information to grant the order, the judicial officer may deny the request or set a hearing within **10 days** with reasonable notice to the defendant.

**Measurement:** The date the pre-issuance hearing is set to the date the protective order is issued or denied.

**Excluded Time:** No excluded time.

Requirement	Orders: Pre-Issuance Time to Functional Requirements Description					
ID#	, and the state of					
		See Exhibit 7 for	report mockup			
PIDD-01	This report shall be generated as a Crystal Report, and the user may decide to export the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft Excel, Microsoft Word, Rich Text Format, or Plain Text Format.					
PIDD-02	The report shall display to the user the service of the control of	he following fields from left to right:				
PIDD-03	·	cally by case type designation (e.g.,	CV or DO) and			
PIDD-04	· ·	opulated with the corresponding data	a from the case			
PIDD-05	<ol> <li>This report shall only capture protect</li> <li>been set for a pre-issuance h AND</li> <li>a stop code entered on them</li> </ol>	nearing				
PIDD-06	The system shall start recording time when a pre-issuance hearing is set for a protection order on a case that does NOT have an event code indicating that the PO was granted or denied.					
PIDD-07	The system shall recognize only the f	General Description				
	7156	PO Hearing Set				
	7158	PO Hearing Continued				

Protection	Orders: Pre-Issuance Time to	o Disposition Detailed Repo	rt			
Requirement ID #	Functional Requirements Description					
PIDD-08	The system shall recognize only the f	following as stop codes:				
	AZTEC EVENT CODE	General Description				
	7151	PO Issued/Granted				
	7152	PO Denied				
	7163	PO Transferred Out				
PIDD-09	The system shall recognize the result	t date as the date associated with the	stop code.			
PIDD-10	The "Result" column on the report sl	hall display the general description th	at is			
	associated with the stop code.					
PIDD-11	In the instance that more than one of	qualifying stop code is entered on a ca	ase, the system			
	shall end time calculation on the dat	e of the earliest stop code entered.				
PIDD-12	The system shall calculate the Total	Active Days to Disposition as follows:				
	Result Date (Stop Code) – Pre-issuai	nce Hearing Event Entered Date (Sta	rt Code) =			
	Total Active Days to Disposition					
PIDD-13	The system shall allow this report to be run by a user for a selected date range to display					
	cases with a result within the selecte	ed date range.				
PIDD-14	The report shall not display the case	parties if a case is sealed. Instead po	pulate the			
	Case party name fields with text 'SEA	ALED'.				

Protection (	Orders: Pre-Issuance Time to Disposition Summary Report
Requirement ID #	Functional Requirements Description
	See Exhibit 8 for report mockup
PIDS-01	This report shall be generated as a Crystal Report, and the user may decide to export the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft Excel, Microsoft Word, Rich Text Format, or Plain Text Format.
PIDS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detail report.
PIDS-03	The columns of the report shall be populated with the corresponding data from the case management system.
PIDS-04	This report shall only capture protective order cases that have  1. been set for a pre-issuance hearing  AND  2. a stop code entered on them
PIDS-05	The system shall start recording time when a pre-issuance hearing is set for a protection order on a case that does NOT have an event code indicating that the PO was granted or denied.

Requirement	Functional Requirements De	scription					
ID#							
PIDS-06	The system shall recognize only the following as start codes:						
	AZTEC EVENT CODE	General Descriptio	n				
	7156	PO Hearing Set					
	7158	PO Hearing Continu	ued				
PIDS-07	The system shall recognize o	nly the following as stop cod	es:				
	AZTEC EVENT CODE	General Descriptio	n				
	7151	PO Issued/Granted					
	7152	PO Denied					
	7163	PO Transferred Out	t				
PIDS-08	The system shall recognize the	he result date as the date ass	sociated with the	stop code.			
PIDS-09	In the instance that more that	an one qualifying stop code is	s entered on a ca	ise, the system			
	shall end time calculation on	the date of the earliest stop	code entered.				
PIDS-10	The system shall calculate th	e Total Active Days to Dispos	sition as follows:				
	Result Date (Stop Code) – Pre-issuance Hearing Event Entered Date (Start Code) =						
	Total Active Days to Disposi	tion					
PIDS-11	The report shall show the to	tal count and percentage of a	all Protection Ord	ders disposed			
	within 10 days. These calcul	ations shall be shown under	the column titled	Subtotal.			
PIDS-12	The report shall show the to	tal count and percentage of a	all Protection Ord	ders disposed			
	within 11-30 days. These ca	lculations shall be shown und	der the column ti	tled <i>Subtotal</i> .			
PIDS-13	The report shall show the to	tal count and percentage of a	all Protection Ord	ders disposed			
	over 30 days. These calculat	ions shall be shown under th	e column titled S	Subtotal.			
PIDS-14	The report shall show the gra	and total count and percenta	ige of all Protecti	on Orders			
	disposed. These calculations	shall be shown under the co	lumn titled <i>Gran</i>	d Totals.			
PIDS-15	The report shall:						
	1. Show the total count of each "case type" disposed within 10 days. The "case						
	type" categories can be seen in the chart below.						
	2. Show the number of each "case type" in the column titled 0-10 days.						
	AZTEC CASE TYPE CODE	General Description	Column Subtit	le			
	D15	DR – ORDER OF	OP				
		PROTECTION					
	C62	INJUNCTION AGAINST	IAH				
		HARASSMENT					
	C64	INJ AGAINST WORKPLACE	IWH				
		HARASSMENT					

									-							
Protection C								sition	Sumn	nary R	eport					
Requirement ID #	Funct	ional	Requi	irement	s Desc	criptio	n									
PIDS-16	The report shall show the total percentage of each case type disposed within 10 da This percentage should be calculated by taking the total of a specific case type process within 10 days and dividing it by the total number of that specific case type process within the reporting period.  Example:													sed		
	0-10 0	•		Sub-	11-30	11-30 days			31+ days	1		Sub-	Total	Cases		
	OP IH IAW		Ttl OP		IH IAW		Ttl OP		IH IAW		Ttl	OP	IH			
	24	32	12	68	12	5	6	23	1	1	0	2	37	38		
	67%	86%	67%	73%	33%	14%	6%	25	50%	50%	0%	2%	40%	41%		
	<ol> <li>Show the total count of each "case type" disposed within 11-30 days. The "case type" categories can be seen in the chart below.</li> <li>Show the number of each "case type" in the column titled 11-30 days.</li> </ol>															
			SE TY	PE COD				scriptio	n	_	Column Subtitle					
	D15					DR – C PROTE				OP	OP					
	C62					INJUN HARAS		N AGAII NT	NST	IAH						
	C64					INJ AG HARAS			KPLACE	IWH						
PIDS-18	The report shall show the total percentage of each case type disposed within 11-30 days. This percentage should be calculated by taking the total of a specific case type processed within 11-30 days and dividing it by the total number of that specific case type processed within the reporting period.															
						days		Sub-	31+ days	Sub-			Total of Eac			
	OP	IH	IAW	Ttl	OP	IH	IAW	Ttl	OP	IH	IAW	Ttl	OP	IH		
	24	32	12	68	12	5	6	23	1	1	0	2	37	38		
	65%	84%	67%	73%	32%	13%	33 %	25	3%	3%	0%	2%	40%	41%		
PIDS-19	The report shall:															
	1. Show the total count of each "case type" disposed over 30 days per															
	Assignment. The "case type" categories can be seen in the chart below.															
	2. Show the number of each "case type" in the column titled 31+ days.															
	AZT	EC CA	SE TY	PE COD	E	Gener	al De	scriptio	n	Colun	Column Subtitle					

Protection C	rders	s: Pr	e-Iss	uance	Time	e to D	Dispo	sitio	n Summ	arv Re	eport				
Requirement ID #				irement						<u> </u>	1				
	D15					DR – C PROTE				ОР					
	C62					INJUN HARA:		N AGA NT	INST	IAH					
	C64					HARA	SSME	NT	RKPLACE	IWH					
PIDS-20	The report shall show the total percentage of each case type disposed over 30 days. This percentage should be calculated by taking the total of a specific case type processed over 30 days and dividing it by the total number of that specific case type processed within the reporting period.  Example:													ver	
	0-10 days			Sub- Ttl	11-30	days		Sub- Ttl	31+ days			Sub- Ttl	Total of Ea		
	OP	IH	IAW		OP	IH	IAW		OP	IH	IAW		OP	IH	
	65%	32 84%	12 67%	73%	32%	13%	6 33 %	23 25	3%	3%	0	2%	37 40%	38 41%	
PIDS-21	The report shall:  1. Show the total count of each case type disposed, and  2. Show these calculations as subtitles under the column titled <i>Total Cases</i> .														
	AZTEC CASE TYPE CODE					Gener	al De	scripti	on	Column Subtitle					
	D15					DR – ( PROTE				OP					
	C62					INJUN HARA:		N AGA NT	INST	IAH					
	C64					inj ac Hara:			RKPLACE	IWH					

Protection C	rders	s: Pr	e-Iss	uance	Time	e to E	Dispo	sitio	n Sumr	nary R	eport			
Requirement ID #	Functional Requirements Description													
PIDS-22	The report shall show the total percentage of each case type disposed. This percentage should be calculated by taking the total of a specific case type processed and dividing by the total number of Protection Orders processed (located under Grand Totals) for reporting period.							g it						
	0-10	days		Sub- 11-30 days Ttl		Sub- Ttl	31+ days		Sub- Ttl	Total	Cases			
	OP	IH	IAW		OP	IH	IAW		OP	IH	IAW		OP	IH
	24	32	12	68	12	5	6	23	1	1	0	2	37	38
	67%         86%         67%         73%         33%         14%         6%         25         50%         50%         0%         2%         40%         41%													
PIDS-23		This report shall show the grand total of all protection orders processed under the column titled <i>Grand Total</i> .												
PIDS-24	The r	eport	shall	display	to the	user t	he su	btotal	(count a	nd perce	entage) fo	or each	n gap.	
PIDS-25		•		allow t ult withi						a select	ed date r	ange t	o disp	olay

Protection (	Orders: Pre-Issuance Age of Active Pending Caseload Detailed Report
Requirement	Functional Requirements Description
ID#	
	See Exhibit 9 for report mockup
PIAD-01	This report shall be generated as a Crystal Report, and the user may decide to export
	the XML file with report data into CSV (comma delimited), Acrobat (PDF) file, Microsoft
	Excel, Microsoft Word, Rich Text Format, or Plain Text Format.
PIAD-02	The report shall display to the user the following column titles from left to right:
	1. Case Number
	2. Filing Date
	3. Case Title
	4. Judge
	5. Case Type
	6. Pre-Issuance Hearing Set Date
	7. Hearing Date
	8. Total Active Days
PIAD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and
	then numerically by case number.
PIAD-04	The columns of the report shall be populated with the corresponding data from the
	case management system.

D							
	· ·	tive Pending Caseload Detailed Report					
Requirement	Functional Requirements Description						
ID#							
PIAD-05	On the column titled "Hearing Date", the report shall show the first future hearing date						
	after the current date.						
PIAD-06	This report shall only capture protective order cases that						
	have been set for a pre-issuance hearing						
	AND						
5145.07	2. do NOT have a stop code en						
PIAD-07	1 .	when a pre-issuance hearing is set for a					
	protection order on a case that does NOT have an event code indicating that the PO						
DIAD OO	was granted or denied.	College Control of the design					
PIAD-08	The system shall recognize only the f						
	AZTEC EVENT CODE	General Description					
	7156	PO Hearing Set					
	7158	PO Hearing Continued					
PIAD-09	The system shall recognize the result	t date as the date associated with the stop code.					
PIAD-10	The system shall recognize only the following as stop codes:						
	AZTEC EVENT CODE	General Description					
	7151	PO Issued/Granted					
	7152	PO Denied					
	7163	PO Transferred Out					
	Note: The system shall recognize that if there is a stop code, the case should not be						
	included on the report.						
PIAD-11	The system shall calculate the Total Active Days as follows:						
	Current Date – Pre-issuance Hearing Event Entered Date (Start Code) = Total Active						
	Days						
PIAD-12	The system shall allow this report to be run by a user for a selected date range to display						
	cases filed within the selected date range. When entering parameters, text shall display						
		cases, use a start date of 1/1/1900."					
PIAD-13	•	per of cases that are active as of the day the report					
	is run by the user, for the selected ti						
PIAD-14	1	e parties if a case is sealed. Instead populate the					
	case party name fields with text 'SEA	ιLED'.					

## Civil Case Types –Justice and Municipal Courts

Reports are to be created that will measure the length of time it takes to process a case in the courts and make a determination as to whether the case processing time standards are achievable. Standards have been adopted for the following civil case types in the justice and municipal courts:

- 1. Civil Traffic
- 2. Civil Local Ordinances
- 3. Justice Court Civil Cases
- 4. Justice Court Eviction Actions
- 5. Justice Court Small Claims

## **Civil Local Ordinance Reporting**

**Civil Local Ordinances**- A.R.S. §28-626(B)(2) and (3) states local authorities may enact ordinances or regulations relating to the control and movement of traffic that provide for the imposition of civil penalties as long as they do not conflict with state law.

Civil Local	Ordinance: Time to Disposition Detailed Report
Requirement ID #	Functional Requirements Description
	See Exhibit 10 for report mockup
CODD-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
CODD-02	The report shall display to the user the following column titles from left to right:  1. Case Number  2. Filing Date  3. Defendant's Name and Charges  4. Judge  5. Disposition  6. Disposition Date  7. Days to Disposition  8. Excluded Days  9. Total Active Days to Disposition
CODD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and then numerically by case number.
CODD-04	In the header of the report the following language shall be displayed: Standard: 75% within 60 days, 90% within 90 days and 98% within 180 days
CODD-05	The columns of the report shall be populated with the corresponding data from the case management system.

Requirement	Ordinance: Time to Disposit  Functional Requirements Descriptio	_						
ID#	Tunctional Requirements Descriptio	''						
CODD-06	This report shall only capture cases	that						
	<ol> <li>have been designated as ci</li> </ol>	vil local ordinance cases						
	AND							
	<ol><li>have a final disposition (Stop Code) entered on them</li></ol>							
	3. the final disposition (stop code) shall not be immediately followed by a							
	disposition code of 00							
	Note: a disposition code of "00" indicates that the previous disposition was entered							
	error.							
CODD-07	Parking ticket cases will be excluded	·						
CODD-08	,	me when a civil local ordinance complaint is filed						
	(filing date).							
CODD-09		date as the date associated with the start code.						
CODD-10	The system shall recognize only the AZTEC EVENT CODE							
	5010	General Description COMPLAINT FILED-PROSECUTOR						
	5010	COMPLAINT FILED-UNIFORM						
		CITATION						
CODD-11	The system shall recognize the result date as the date associated with the stop code.							
CODD-12		report shall display the disposition code that is						
	associated with the stop code.							
CODD-13	The report shall display all the charg	es on the case.						
CODD-14	In the instance that more than one qualifying stop code is entered on a case, the system							
		ate of the first final disposition to follow the filing						
CODD 45	date.	de la constanta de la constant						
CODD-15	entered stop code.	disposition code, it shall disregard the previously						
CODD-16	•	nal dispositions. The earliest final disposition not						
CODD 10		harge shall be used to calculate time.						
CODD-17		al disposition. The disposition date associated with						
		position shall be used to calculate time.						
CODD-18	The system shall recognize only the	following as stop codes:						
	AZTEC DISPOSITION CODE	General Description						
	10	PLEA GUILTY/RESP SENT/SUSPEND						
	11	PLEA GUILTY/RESP SENT/IMPOSED						
	12	BAIL /DEPOSIT GIVEN/FORFEITED						
	20	JDGMT GUILTY/RESP SENTENCE						
		SUSPEND						
	21	JDGMT GUILTY/RESP SENTENCE						
		IMPOSED						

quirement   Functional Require	ne to Disposition Detailed Report
fulletiletit   Fulletional Require	Enterto Description
22	JDGMT GUILTY/RESP BAIL TO FINE
30	JDGMT ACQUITTAL/NOT RESP
43	COMPL DISMISSED BY COURT
44	COMPL DISMISSED CTY ATTY
45	COMPL DISMISSED BY OFFICER
54	NRVC SUSPENSION
58	FTA CIVIL; LICENSE SUSPENDED
63	DEF TO ANOTHER COURT FOR PROS
64	DEF TO ANOTHER COURT FOR PROS
65	DEF TO ANOTHER OFFCER FOR PROS
67	CHARGE AMENDED Sequence
71	COURT PURGE
76	SET ASIDE PURSUANT TO 13-907
90	DEFENSIVE DRIVING/DISM NO MVD
91	GUILTY/RESPONSIBLE/NO MVD RPT
99	TRAFFIC OTHER/NO MVD RPT
AC	ACQUITTED/NOT GUILTY
AF	APPEAL AFFIRMED
CD	COURT DISMISSAL
D1	COURT DISMISSAL WITH PREJUDICE
D2	COURT DISMISSAL W/O PREJUDICE
D3	OTHER DISMISSAL WITH PREJUDICE
D4	OTHER DISMISSAL W/O PREJUDICE
GG	GUILTY
GI	GUILTY BUT INSANE
M2	SUPERVENING INDICTMENT
M3	BOUND OVER TO SUPERIOR COURT
M4	CERTIFIED TO MISDEMEANOR
M5	NO PROBABLE CAUSE
NF	NO COMPLAINT FILED
NP	NOLO CONTENDERE PLEA
NR	NOT REFERRED FOR PROSECUTION
PO	PLEA TO OTHER CHARGES
R1	REMANDED TO ANOTHER COURT
RI	NOT RESPONSIBLE/REASON INSANE
T1	TRANSFER- CHANGE OF VENUE
T2	TRANSFER- CHANGE JURISDICTION
T3	TRANSFER- BRANCH COURT
T4	TRANSFER- REASSIGN JUVCOURT

Civil Local Ordinance: Time to Disposition Detailed Report								
Requirement	Functional Requirements Description							
ID#								
	T7 FUGITIVE EXTRADICTED							
	T8 FUGITIVE NOT EXTRADICTED							
	Z1	OTHER DISPOSITION						
CODD-19	The system shall calculate the Total	Active Days to Disposition as follows:						
	[Result Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total Active							
	Days to Disposition							
CODD-20	See Excluded Time ET-01 thru ET-07 above to calculate Excluded Days.							
CODD-21	The system shall allow this report to be run by a user for a selected date range.							
CODD-22	The report shall not display the case parties if a case is sealed. Instead populate the							
	case party name fields with text 'SEALED'.							

Civil Local O	rdinance: Time to Disposition Summary Report
Requirement ID #	Functional Requirements Description
	See Exhibit 11 for report mockup
CODS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
CODS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.
CODS-03	The report shall display to the user the following column titles from left to right:  1. 0-60 days  2. 61-90 days  3. 91-180 days  4. 181+ days  5. Totals
CODS-04	In the header of the report the following language shall be displayed: Standard: 75% within 60 days, 90% within 90 days and 98% within 180 days
CODS-05	The report shall display to the user the following row titles from top to bottom:  1. Number of Cases Disposed 2. Percentage of Total 3. Cumulative Percentage
CODS-06	The summary report shall accommodate any number of assignments. Assignments will be set by the court's data.
CODS-07	This report shall only capture cases that  1. have been designated as civil local ordinance cases

Requirement	Functional Requirements Descrip	otion						
ID#								
	AND							
	2. have a final disposition (Stop Code) entered on them							
	AND 3. the final disposition (stop code) shall not be immediately followed by a							
	disposition code of 00							
	Note: a disposition code of "00" indicates that the previous disposition was entered							
	in error.							
CTDD-08	Parking ticket cases will be exclu	ded from the report.						
CODS-09		time when a civil local ordinance complaint is filed						
	(filing date).	, , , , , , , , , , , , , , , , , , ,						
CODS-10		ling date as the date associated with the start code.						
CODS-11	The system shall recognize only t	the following as start codes:						
	AZTEC EVENT CODE	General Description						
	5010	COMPLAINT FILED-PROSECUTOR						
	5011	COMPLAINT FILED-UNIFORM						
		CITATION						
CODS-12	The system shall recognize the re	esult date as the date associated with the stop code						
CODS-13	The system shall recognize only the following as stop codes:							
	AZTEC DISPOSITION CODE	General Description						
	10	PLEA GUILTY/RESP SENT/SUSPEND						
	11	PLEA GUILTY/RESP SENT/IMPOSED						
	12	BAIL /DEPOSIT GIVEN/FORFEITED						
	20	JDGMT GUILTY/RESP SENTENCE						
		SUSPEND						
	21	JDGMT GUILTY/RESP SENTENCE						
		IMPOSED						
	22	JDGMT GUILTY/RESP BAIL TO FINE						
	30	JDGMT ACQUITTAL/NOT RESP						
	43	COMPL DISMISSED BY COURT						
	44	COMPL DISMISSED CTY ATTY						
	54	COMPL DISMISSED BY OFFICER  NRVC SUSPENSION						
	58 63	FTA CIVIL; LICENSE SUSPENDED  DEF TO ANOTHER COURT FOR PROS						
	64	DEF TO ANOTHER COURT FOR PROS						
	65	DEF TO ANOTHER COOKT TOK PROS						
	67	CHARGE AMENDED Sequence						
	71	COURT PURGE						
	76	SET ASIDE PURSUANT TO 13-907						
	90 DEFENSIVE DRIVING/DISM NO MVD							

Requirement ID #	Functional Requirements D	Description
π	91	GUILTY/RESPONSIBLE/NO MVD RPT
	99	TRAFFIC OTHER/NO MVD RPT
	AC	ACQUITTED/NOT GUILTY
	AF	APPEAL AFFIRMED
	CD	COURT DISMISSAL
	D1	COURT DISMISSAL WITH PREJUDICE
	D2	COURT DISMISSAL W/O PREJUDICE
	D3	OTHER DISMISSAL WITH PREJUDICE
	D4	OTHER DISMISSAL W/O PREJUDICE
	GG	GUILTY
	GI	GUILTY BUT INSANE
	M2	SUPERVENING INDICTMENT
	M3	BOUND OVER TO SUPERIOR COURT
	M4	CERTIFIED TO MISDEMEANOR
	M5	NO PROBABLE CAUSE
	NF	NO COMPLAINT FILED
	NP	NOLO CONTENDERE PLEA
	NR	NOT REFERRED FOR PROSECUTION
	PO	PLEA TO OTHER CHARGES
	R1	REMANDED TO ANOTHER COURT
	RI	NOT RESPONSIBLE/REASON INSANE
	T1	TRANSFER- CHANGE OF VENUE
	T2	TRANSFER- CHANGE JURISDICTION
	T3	TRANSFER- BRANCH COURT
	T4	TRANSFER- REASSIGN JUVCOURT
	T7	FUGITIVE EXTRADICTED
	T8	FUGITIVE NOT EXTRADICTED
	Z1	OTHER DISPOSITION

Requirement	rdinance: Time to Disposition Summary Report Functional Requirements Description							
ID#								
CODS-15	When the system recognizes a 00 disposition code, it shall disregard the previously							
	entered stop code.							
CODS-16	Each charge may have multiple final dispositions. The earliest final disposition not							
	immediately followed by a 00 on a charge shall be used to calculate time.							
CODS-17	All charges in a case must have a final disposition. The disposition date associated with							
CODS-18	the last charge to receive a final disposition shall be used to calculate time.							
COD2-18	The system shall calculate the Total Active Days to Disposition as follows:  [Result Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total Active							
	Days to Disposition							
CODS-19	See Excluded Time ET-01 thru ET-07 above to calculate Excluded Days.							
CODS-20	The system shall allow this report to be run by a user for a selected date range to							
	display cases with a result within the selected date range.							
CODS-21	The report shall show the total number of cases disposed, and the Total Active Days							
	to Disposition determines in which of the following column categories they should be							
	counted:							
	1. 0-60 days							
	2. 61-90 days							
	3. 91-180 days							
	4. 180+ days 5. Totals							
	5. Totals							
CODS-22	The report shall show the "percentage of total" cases disposed that fall into the							
	following column categories:							
	1. 0-60 days							
	2. 61-90 days							
	3. 91-180 days							
	4. 180+ days							
	5. Totals							
CODS-23	The "percentage of total" row for each column shall be calculated by dividing the							
2003 23	number of cases relevant to that cell by the total number of cases.							
	Humber of cases relevant to that cell by the total number of cases.							
CODS-24	The report shall show the "cumulative percentage" of cases disposed that fall into the							
	following column categories:							
	1 0.60 days							
	1. 0-60 days 2. 61-90 days							
	3. 91-180 days							
	4. 180+ days							

Civil Local O	rdinance: T	'ime 1	to Disp	osition Su	mmary l	Report				
Requirement ID #	Functional Requirements Description									
	5. Tota	als								
CODS-25	The "cumulative percentage" row for each column shall be calculated by adding all of the numbers for each category up until that point, working from left to right, and then dividing that subtotal by the total number of cases.  For example:									
	DAYS	0- 30	31-60	61-90	91-120	121- 150	151- 180	181+Days	Totals	
	Number of cases	5	7	6	4	3	2	0	27	
	Percentage of total	19%	26%	22%	15%	11%	7%	0%		
	Cumulative percentage         19%         44%         67%         81%         93%         100%						100%			
	5+7 =12 divi	5+7 =12 divided by 27 equals a cumulative percent of 44%.								
CODS-26	The system display case			•	•		or a selec	ted date ra	nge to	

Civil Local Ordinance: Age of Active Pending Caseload Detailed Report				
Functional Requirements Description				
See Exhibit 12 for report mockup				
This report shall be generated as a Crystal Report, and the user may decide to export				
into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft				
Excel, Microsoft Word, Rich Text, or Plain Text format.				
The report shall display to the user the following column titles from left to right:				
<ol> <li>Case Number</li> <li>Filing Date</li> <li>Defendant's Name and Charge</li> <li>Judge</li> <li>Next Hearing Type</li> </ol>				

Requirement	rdinance: Age of Active Pendi Functional Requirements Description				
ID#	Tunctional Requirements Description				
10 11	6. Next Hearing Date				
	7. Days Pending				
	8. Excluded Days				
	9. Total Active Days				
COAD-03	In the header of the report the following language shall be displayed:				
	Standard: 75% within 60 days, 90%	within 90 days and 98% within 180 days			
COAD-04	This report shall list cases alphabeti	cally by case type designation (e.g., CV or DO) and			
	then numerically by case number.				
COAD-05	The columns of the report shall be	populated with the corresponding data from the			
	case management system.				
COAD-06		ng Date", the report shall show the first future			
	hearing date after the current date				
COAD-07	_	g Date", the report shall show the highest number			
00.45.00	sequence if there are multiple sequ				
COAD-08	This report shall only capture cases				
	have been designated as civil local ordinance cases  AND				
	2. do <b>NOT</b> have a stop code e	ntered on them			
	OR	ntered on them			
		have and a to transport to the fall according to a discount time.			
	•	top code is immediately followed by a disposition			
	code of 00 and no other sto	pp code exists			
	Note: a disposition code of "00" in	dicates that the previous disposition was entered			
	in error.	and			
COAD-09		me when a civil local ordinance complaint is filed			
	(filing date).	<b>'</b>			
COAD-10	The system shall recognize the filing	g date as the date associated with the start code.			
COAD-11	The system shall recognize only the	following as start codes:			
	AZTEC EVENT CODE	General Description			
	5010	COMPLAINT FILED-PROSECUTOR			
	5011	COMPLAINT FILED-UNIFORM			
		CITATION			
COAD-12	The system shall recognize the resu	Ilt date as the date associated with the stop code.			
COAD-13	The system shall recognize only the				
		Ta			
	AZTEC DISPOSTION CODE	General Description			
	10 PLEA GUILTY/RESP SENT/SUSPEND				
	11	PLEA GUILTY/RESP SENT/IMPOSED			
	12	BAIL /DEPOSIT GIVEN/FORFEITED			

Civil Local O Requirement	Functional Requirements Description			
ID#				
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND		
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED		
	22	JDGMT GUILTY/RESP BAIL TO FINE		
	30	JDGMT ACQUITTAL/NOT RESP		
	43	COMPL DISMISSED BY COURT		
	44	COMPL DISMISSED CTY ATTY		
	45	COMPL DISMISSED BY OFFICER		
	54	NRVC SUSPENSION		
	58	FTA CIVIL; LICENSE SUSPENDED		
	63	DEF TO ANOTHER COURT FOR PROS		
	64	DEF TO ANOTHER COURT FOR PROS		
	65	DEF TO ANOTHER OFFCER FOR PROS		
	67	CHARGE AMENDED Sequence		
	71	COURT PURGE		
	76 SET ASIDE PURSUANT TO 13-907			
	90	DEFENSIVE DRIVING/DISM NO MVD		
	91	GUILTY/RESPONSIBLE/NO MVD RPT		
	99	TRAFFIC OTHER/NO MVD RPT		
	AC	ACQUITTED/NOT GUILTY		
	AF	APPEAL AFFIRMED		
	CD	COURT DISMISSAL		
	D1	COURT DISMISSAL WITH PREJUDICE		
	D2	COURT DISMISSAL W/O PREJUDICE		
	D3	OTHER DISMISSAL WITH PREJUDICE		
	D4	OTHER DISMISSAL W/O PREJUDICE		
	GG	GUILTY		
	GI	GUILTY BUT INSANE		
	M2	SUPERVENING INDICTMENT		
	M3	BOUND OVER TO SUPERIOR COURT		
	M4	CERTIFIED TO MISDEMEANOR		
	M5	NO PROBABLE CAUSE		
	NF	NO COMPLAINT FILED		
	NP	NOLO CONTENDERE PLEA		
	NR	NOT REFERRED FOR PROSECUTION		
	PO	PLEA TO OTHER CHARGES		
	R1	REMANDED TO ANOTHER COURT		
	RI	NOT RESPONSIBLE/REASON INSANE		
	T1	TRANSFER- CHANGE OF VENUE		
	T2	TRANSFER- CHANGE JURISDICTION		
	T3	TRANSFER BRANCH COURT		

Civil Local O	rdinance: Age of Active Pendin	ng Caseload Detailed Report		
Requirement ID #	Functional Requirements Description			
	T4	TRANSFER- REASSIGN JUVCOURT		
	T7	FUGITIVE EXTRADICTED		
	T8	FUGITIVE NOT EXTRADICTED		
	Z1	OTHER DISPOSITION		
	Note: The system shall recognize that if there is a stop code, the case should not be included on the report.			
COAD-14	When the system recognizes a 00 di	sposition code, it shall disregard the previously		
	entered stop code.			
COAD-15	The system shall calculate the Total	Active Days as follows:		
	[Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days			
COAD-16	See Excluded Time ET-01 thru ET-07 above to calculate Excluded Days.			
COAD-17	The system shall allow this report to be run by a user for a selected date range to			
		ted date range. When entering parameters, text		
		ctive pending cases, use a start date of 1/1/1900."		
COAD-18	1	ber of cases that are active on the day the report		
	is run by the user, corresponding wi			
COAD-19	The report shall not display the case parties if a case is sealed. Instead populate the case party name fields with text 'SEALED'.			

Civil Local Ordinance: Age of Active Pending Caseload Summary Report				
Requirement	Functional Requirements Description			
ID#				
	See Exhibit 13 for report mockup			
COAS-01	This report shall be generated as a Crystal Report, and the user may decide to export			
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft			
	Excel, Microsoft Word, Rich Text, or Plain Text format.			
COAS-02	The summary reports should be calculating based on the data pulled into the detail			
	report. As such, their accuracy and value depends on the accuracy of the data pulled			
	into the detailed report.			

Requirement	Ordinance: Age of Active Pending Caseload Summary Report  Functional Requirements Description				
ID#	To the state of th				
COAS-03	The report shall display to the user the following column titles from left to right:				
	1. 0-60 days				
	2. 61-90 days				
	3. 91-180 days 4. 180+ days				
	5. Totals				
COAS-04	In the header of the report the follo				
COAS-05		within 90 days and 98% within 180 days the following row titles from top to bottom:			
COAS-05	1. Number of Cases	the following row titles from top to bottom.			
	Percentage of Total				
	3. Cumulative Percentage				
COAS-06		populated with the corresponding data from the			
	case management system.				
COAS-07	This report shall only capture cases				
	1. nave been designated as civ	have been designated as civil local ordinance cases			
	2. do <b>NOT</b> have a stop code e	ntered on them			
	OR	mered on them			
		stop code is immediately followed by a disposition			
	code of 00 and no other sto				
	· ·	licates that the previous disposition was entered in			
COAS-08	error.  The system shall start recording ti	me when a civil local ordinance complaint is filed			
CO/13 00	(filing date).	me when a civil local orallative complaint is mea			
COAS-09		g date as the date associated with the start code.			
COAS-10	The system shall recognize only the				
	AZTEC EVENT CODE	General Description			
	5010	General Description COMPLAINT FILED-PROSECUTOR			
		COMPLAINT FILED-PROSECUTOR COMPLAINT FILED-UNIFORM			
	5010 5011	COMPLAINT FILED-PROSECUTOR COMPLAINT FILED-UNIFORM CITATION			
COAS-11	5010 5011 The system shall recognize the resu	COMPLAINT FILED-PROSECUTOR COMPLAINT FILED-UNIFORM CITATION  Ilt date as the date associated with the stop code.			
COAS-11 COAS-12	5010 5011  The system shall recognize the result of the system shall recognize only the system shall recognize the result of the system shall recognize the result of the system shall recognize	COMPLAINT FILED-PROSECUTOR COMPLAINT FILED-UNIFORM CITATION It date as the date associated with the stop code. following as stop codes:			
	5010 5011 The system shall recognize the result of the system shall recognize only the AZTEC DISPOSTION CODE	COMPLAINT FILED-PROSECUTOR COMPLAINT FILED-UNIFORM CITATION  It date as the date associated with the stop code. following as stop codes: General Description			
	5010 5011  The system shall recognize the result of the system shall recognize only the system shall recognize the result of the system shall recognize the result of the system shall recognize	COMPLAINT FILED-PROSECUTOR COMPLAINT FILED-UNIFORM CITATION It date as the date associated with the stop code. following as stop codes:			

<u>Civil Local C</u> Requirement	Functional Requirements Description					
D #	<u> </u>					
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND				
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED				
	22	JDGMT GUILTY/RESP BAIL TO FINE				
	30	JDGMT ACQUITTAL/NOT RESP				
	43	COMPL DISMISSED BY COURT				
	44	COMPL DISMISSED CTY ATTY				
	45	COMPL DISMISSED BY OFFICER				
	54	NRVC SUSPENSION				
	58	FTA CIVIL; LICENSE SUSPENDED				
	63	DEF TO ANOTHER COURT FOR PROS				
	64	DEF TO ANOTHER COURT FOR PROS				
	65	DEF TO ANOTHER OFFCER FOR PROS				
	67	CHARGE AMENDED Sequence				
	71	COURT PURGE				
	76	SET ASIDE PURSUANT TO 13-907				
	90	DEFENSIVE DRIVING/DISM NO MVD				
	91	GUILTY/RESPONSIBLE/NO MVD RPT				
	99	TRAFFIC OTHER/NO MVD RPT				
	AC	ACQUITTED/NOT GUILTY				
	AF	APPEAL AFFIRMED				
	CD	COURT DISMISSAL				
	D1	COURT DISMISSAL WITH PREJUDICE				
	D2	COURT DISMISSAL W/O PREJUDICE				
	D3	OTHER DISMISSAL WITH PREJUDICE				
	D4	OTHER DISMISSAL W/O PREJUDICE				
	GG	GUILTY				
	GI	GUILTY BUT INSANE				
	M2	SUPERVENING INDICTMENT				
	M3	BOUND OVER TO SUPERIOR COURT				
	M4	CERTIFIED TO MISDEMEANOR				
	M5	NO PROBABLE CAUSE				
	NF	NO COMPLAINT FILED				
	NP	NOLO CONTENDERE PLEA				
	NR	NOT REFERRED FOR PROSECUTION				
	РО	PLEA TO OTHER CHARGES				
	R1	REMANDED TO ANOTHER COURT				
	RI	NOT RESPONSIBLE/REASON INSANE				
	T1	TRANSFER- CHANGE OF VENUE				
	T2	TRANSFER- CHANGE JURISDICTION				
	T3	TRANSFER- BRANCH COURT				

Civil Local (	Ordinance: Age of Active Pendi	ng Caseload Summary Renort			
Requirement	Ordinance: Age of Active Pending Caseload Summary Report  Functional Requirements Description				
ID#	Tanonar Regardinents Bescription				
	T4	TRANSFER- REASSIGN JUVCOURT			
	T7	FUGITIVE EXTRADICTED			
	T8	FUGITIVE NOT EXTRADICTED			
	Z1	OTHER DISPOSITION			
	Note: The system shall recognize that if there is a stop code, the case should not b included on the report.				
COAS-14	When the system recognizes a 00 disposition code, it shall disregard the previously entered stop code.  The system shall calculate the Total Active Days as follows: Current Date – Filing Date				
COAS 1F	(Start Code)] – Excluded Time = Total Active Days				
COAS-15 COAS-16	See Excluded Time ET-01 thru ET-07 above to calculate Excluded Days.  The system shall allow this report to be run by a user for a selected date range to display cases filed within the selected date range. When entering parameters, text shall display stating "To display all active pending cases, use a start date of 1/1/1900."				
COAS-17	The report shall show the total number of cases that are active on the day the report is run by the user.				
COAS-18	The report shall show the total number of cases disposed, and the Total Active Days to Disposition determines in which of the following column categories they should be counted:				
	1. 0-60 days 2. 61-90 days				
	3. 91-180 days				
	4. 180+ days				
	5. Totals				
COAS-19	The report shall show the "percentage of the content of the conten	ge of total" active cases that fall into the following			
	column categories:	_			
	<ol> <li>0-60 days</li> <li>61-90 days</li> <li>91-180 days</li> </ol>				

Requirement ID #	Functional Requirements Description								
	4. 180 5. Tot		s uals 100	%)					
COAS-20	The "percen	_							he
COAS-21	The report s following co				ve percenta	age" of a	ective case	es that fall i	nto the
	1. 0-6 2. 61- 3. 91- 4. 180 5. Tot	90 day 180 day 0+ day	ys ays	0%)					
COAS-22	The "cumula the numbers dividing that For example	s for e	ach cate	gory up un	til that poin	t, workir		•	-
	DAYS	0- 30	31-60	61-90	91-120	121- 150	151- 180	181+Days	Totals
	Number of cases	5	7	6	4	3	2	0	27
	Percentage	19%	26%	22%	15%	11%	7%	0%	
	of total								

## **Civil Traffic Reporting**

**Civil Traffic** – A violation of or failure or refusal to do or perform an act or thing required by chapter 3, 5, 7, or 8 or chapter 9, article 4 of Title 28 is a civil traffic violation unless the statute defining the violation provides for a different classification.

The following case processing time standards have been adopted for Civil Traffic cases in the justice and municipal courts by the Steering Committee:

80% within 60 days 98% within 90 days

- ✓ Civil local ordinance cases are excluded
- ✓ Photo-radar tickets are excluded
- ✓ Parking tickets are excluded

Measurement: Filing of Arizona Traffic Ticket and Complaint (ATTC) or by long-form complaint

through disposition (e.g., dismissal, judgment)

**Excluded Time:** Pre-adjudication special action/appeals

Pre-adjudication diversions

Defensive driving school programs

Specialty courts/programs

Servicemembers Civil Relief Act

Civil Traffic: Time to Disposition Detailed Report					
Requirement	Functional Requirements Description				
ID#					
	See Exhibit 10 for report mockup				
CTDD-01	This report shall be generated as a Crystal Report, and the user may decide to export				
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft				
	Excel, Microsoft Word, Rich Text, or Plain Text format.				
CTDD-02	The report shall display to the user the following column titles from left to right:				
	1. Case Number				
	2. Filing Date				
	3. Defendant's Name and Charges				
	4. Judge				
	5. Disposition				
	6. Disposition Date				
	7. Days to Disposition				
	8. Excluded Days				
	9. Total Active Days				

Limited Jurisdiction Time Standards Reporting Requirements

Author: Jon Reeves/ Summer Dalton/Cindy Cook/Michelle Dunivan/Jennifer Mesquita/Marretta Mathes

Requirement	:: Time to Disposition Detailed Report  Functional Requirements Description				
ID#	Tunctional Requirements Description				
CTDD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and				
	then numerically by case number.				
CTDD-04	In the header of the report the follo	wing language shall be displayed:			
	Standard: 80% within 60 days, 98% v				
CTDD-05	The columns of the report shall be populated with the corresponding data from the				
	case management system.				
CTDD-06	This report shall only capture cases	that			
	<ol> <li>have been designated as ci</li> </ol>	vil traffic cases			
	AND				
	2. have a final disposition (Sto	op Code) entered on them			
	AND				
		code) shall not be immediately followed by a			
	disposition code of 00				
	· ·	icates that the previous disposition was entered in			
CTDD-07	error.	se subtypes TR1 and TR5 and exclude the case			
CIDD-07	categories of PR, PE, or PK.	se subtypes that allot this allot exclude the case			
CTDD-08	The following case types will be excl	uded from the report:			
CIDD 00	Civil local ordinances				
	Photo-radar tickets				
	Parking tickets				
CTDD-09	-	e when a civil traffic complaint is filed (filing date).			
CTDD-10		date as the date associated with the start code.			
CTDD-11	The system shall recognize only the				
	AZTEC EVENT CODE	General Description			
	5010	COMPLAINT FILED-PROSECUTOR			
	5011	COMPLAINT FILED-UNIFORM			
		CITATION			
CTDD-12	Each charge may have multiple fin	al dispositions. The earliest final disposition on a			
	charge that finally adjudicates th	e case shall be used to calculate time, unless			
	immediately followed by a "00".				
	EXAMPLE 1:				
	Case is filed 1/1/2014	Discoulities 2			
	Charges Disposition 1	<u>Disposition 2</u> <u>Disposition 3</u>			
	Speeding (58) 1/5/14	(59) 1/15/14 (11) 5/5/2014			
		inal Disposition of the last charge disposed not			
	[Filing date (1/1/2014)] – [First Fi	inal Disposition of the last charge disposed not [5/2014]] = 4 Total days to disposition			

Civil Traffic: Time to Disposition Detailed Report					
Requirement	Functional Requirements Description				
ID#	Functional Requirements Description				
15 "	EXAMPLE 2: Error o	n the case "00" e	ntered in AZTFC		
	Case is filed 1/1/202		incred iii A2120		
	Charges_	Disposition 1	Disposition 2	Disposition 3	
	Speeding			(11) 5/5/2014	
		. , , ,	( , , ,	· , , , ,	
			nal Disposition of the /2014)] = 124 Total days	last charge disposed not s to disposition	
CTDD-13	_	ed by a "00" and v	which is associated with	final disposition date not the last charge to receive	
	EXAMPLE 1:				
	Case is filed on 1/1/	2014			
	<u>Charges</u>	Disposition 1	Disposition 2	Disposition 3	
	Speeding	(11) 1/5/14			
	Seatbelt	. , , ,			
	Red Light	(58) 1/5/14	(59) 1/15/14	(11) 5/5/2014	
	[Filing date (1/1/2014)] – [First Final Disposition of the last charge disposed (1/10/14)] = 9 Total days to disposition				
	EXAMPLE 2: Error of Case is filed on 1/1/		entered in AZTEC		
	Charges	Disposition 1	Disposition 2	Disposition 3	
	Dog at Large	(11) 1/5/14	(00) 1/15/14	(11) 5/5/2014	
	Public Nuisance	(43) 1/10/14			
	Failure to Vaccinate	(11) 1/5/14			
	[Filing date (1/1/2014)] – [First Final Disposition of the last charge disposed (5/5/14)] = 124 Total days to disposition				
CTDD-14	•	•	osition date as the date	associated with the stop	
C100-14	code.	COBINZE LITE UISPL	ontion date as the date	. associated with the stop	
CTDD-15		column on the r	eport shall display the	e disposition code that is	
3.55 13	associated with the		eperconan alopia, the	. s.spooldon dode that is	
CTDD-16	The report shall disp	•	es on the case.		
CTDD-17	'		position code, it shall di	isregard the previously	
0.55 17	entered stop code.	.008203 a 00 a.s	position odde, it snan a	ioregara the previously	
CTDD-18		cognize only the f	ollowing as stop codes:		
	AZTEC DISPOSTION		General Description		
	10		PLEA GUILTY/RESP SEN	NT/SUSPEND	
L	L		=: : : : : : : : ; : : = : : 0 = :	,	

Requirement	c: Time to Disposition Detailed Report  Functional Requirements Description				
ID#					
	11	PLEA GUILTY/RESP SENT/IMPOSED			
	12	BAIL /DEPOSIT GIVEN/FORFEITED			
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND			
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED			
	22	JDGMT GUILTY/RESP BAIL TO FINE			
	30	JDGMT ACQUITTAL/NOT RESP			
	43	COMPL DISMISSED BY COURT			
	44	COMPL DISMISSED CTY ATTY			
	45	COMPL DISMISSED BY OFFICER			
	54	NRVC SUSPENSION			
	58	FTA CIVIL; LICENSE SUSPENDED			
	63	DEF TO ANOTHER COURT FOR PROS			
	64	DEF TO ANOTHER COURT FOR PROS			
	65	DEF TO ANOTHER OFFCER FOR PROS			
	67	CHARGE AMENDED Sequence			
	71	COURT PURGE			
	76	SET ASIDE PURSUANT TO 13-907			
	90	DEFENSIVE DRIVING/DISM NO MVD			
	91	GUILTY/RESPONSIBLE/NO MVD RPT			
	99	TRAFFIC OTHER/NO MVD RPT			
	AC	ACQUITTED/NOT GUILTY			
	AF	APPEAL AFFIRMED			
	CD	COURT DISMISSAL			
	D1	COURT DISMISSAL WITH PREJUDICE			
	D2	COURT DISMISSAL W/O PREJUDICE			
	D3	OTHER DISMISSAL WITH PREJUDICE			
	D4	OTHER DISMISSAL W/O PREJUDICE			
	GG	GUILTY			
	GI	GUILTY BUT INSANE			
	M2	SUPERVENING INDICTMENT			
	M3	BOUND OVER TO SUPERIOR COURT			
	M4	CERTIFIED TO MISDEMEANOR			
	M5	NO PROBABLE CAUSE			
	NF	NO COMPLAINT FILED			
	NP	NOLO CONTENDERE PLEA			
	NR	NOT REFERRED FOR PROSECUTION			
	PO	PLEA TO OTHER CHARGES			
	R1	REMANDED TO ANOTHER COURT			
	RI	NOT RESPONSIBLE/REASON INSANE			
	T1	TRANSFER- CHANGE OF VENUE			

Civil Traffic: Time to Disposition Detailed Report				
Requirement	Functional Requirements Description			
ID#				
	T2	TRANSFER- CHANGE JURISDICTION		
	T3	TRANSFER- BRANCH COURT		
	T4	TRANSFER- REASSIGN JUVCOURT		
	T7	FUGITIVE EXTRADICTED		
	T8	FUGITIVE NOT EXTRADICTED		
	Z1	OTHER DISPOSITION		
CTDD-19	The system shall calculate the Total Active Days to Disposition as follows:			
	[Disposition Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total			
	Active Days to Disposition			
CTDD-20	See Excluded Time ET-01 thru ET-08 above to calculate Excluded Days.			
CTDD-21	The system shall allow this report to be run by a user for a selected date range to display			
	cases within the selected date range.			
CTDD-22	The report shall not display the case parties if a case is sealed. Instead populate the			
	case party name fields with text 'SEALED'.			

Civil Traffic	: Time to Disposition Summary Report
Requirement ID #	
	See Exhibit 11 for report mockup
CTDS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
CTDS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.
CTDS-03	The report shall display to the user the following column titles from left to right:  1. 0-60 days 2. 61-90 days 3. 91 + days 4. Totals
CTDS-04	The report shall display to the user the following row titles from top to bottom:  1. Number of Cases 2. Percentage of Total 3. Cumulative Percentage

Civil Traffic	: Time to Disposition Summary	Report			
Requirement	Functional Requirements Description	1			
ID#					
CTDS-05	In the header of the report the following language shall be displayed:				
	Standard: 80% within 60 days, 98% within 90 days				
CTDS-06		date any number of assignments. Assignments will			
CTDC 07	be set by the court's data.				
CTDS-07	This report shall only capture cases t  1. have been designated as civ				
	AND	in traffic cases			
	2. have a final disposition (Sto	p Code) entered on them			
	AND	p			
	3. the final disposition (stop co	ode) shall not be immediately followed by a			
	disposition code of 00				
	Note: a disposition code of "00" indic	cates that the previous disposition was entered in			
	error.				
CTDS-08	The system shall capture all civil traffic cases with the case subtype TR1 and TR5 and				
	the case category is not PR, PE, or PK				
CTDS-09	The following case types will be exclu	ided from the report:			
C1D3-03	The following case types will be excluded from the report:  • Civil local ordinances				
	Photo-radar tickets				
	Parking tickets				
CTDS-10		when a civil traffic complaint is filed (filing date).			
CTDS-11	i	date as the date associated with the start code.			
CTDS-12	The system shall recognize only the f	ollowing as start codes:			
	AZTEC EVENT CODE	General Description			
	5010	COMPLAINT FILED-PROSECUTOR			
	5011	COMPLAINT FILED-UNIFORM			
		CITATION			
CTDS-13	Each charge may have multiple final dispositions. The earliest final disposition on a				
	charge that finally adjudicates the case shall be used to calculate time, unless immediately followed by a "00".				
	Immediately followed by a - 00 .				
	EXAMPLE 1:				
	Case is filed 1/1/2014				
	<u>Charges</u> <u>Disposition 1</u>	<u>Disposition 2</u> <u>Disposition 3</u>			
	Speeding (58) 1/5/14	(59) 1/15/14 (11) 5/5/2014			
	   [Filing date (1/1/2014)] = [First Fir	nal Disposition of the last charge disposed not			
	immediately followed by a "00" (1/5,				
	EXAMPLE 2: Error on the case "00" e	entered in AZTEC			

Civil Traffic	: Time to Disposition Summary	y Report					
Requirement ID #	Functional Requirements Description						
	Case is filed 1/1/2014						
	<u>Charges</u> <u>Disposition 1</u> Speeding (58) 1/10/14	<u>Disposition 2</u> <u>Disposition 3</u> (00) 1/15/14 (11) 5/5/2014					
		nal Disposition of the last charge disposed not 5/2014)] = 124 Total days to disposition					
CTDS-14	All charges in a case must have a final disposition. The first final disposition date no immediately followed by a "00" and which is associated with the last charge to receive a final disposition shall be used to calculate time.  EXAMPLE 1:						
	Case is filed on 1/1/2014  Charges Disposition 1  Speeding (11) 1/5/14  Seatbelt (11) 1/10/14	<u>Disposition 2</u> <u>Disposition 3</u>					
	Red Light (58) 1/5/14	(59) 1/15/14 (11) 5/5/2014					
	[Filing date (1/1/2014)] – [First Fina = 9 Total days to disposition	l Disposition of the last charge disposed (1/10/14)]					
	EXAMPLE 2: Error on the case "00" entered in AZTEC Case is filed on 1/1/2014						
	ChargesDisposition 1Dog at Large(11) 1/5/14Public Nuisance(43) 1/10/14Failure to Vaccinate(11) 1/5/14	<u>Disposition 2</u> <u>Disposition 3</u> (00) 1/15/14 (11) 5/5/2014					
	[Filing date (1/1/2014)] – [First Final = 124 Total days to disposition	Disposition of the last charge disposed (5/5/14)]					
CTDS-15	The system shall recognize the disposition date as the date associated with the stop code.						
CTDS-16	The system shall recognize only the						
	AZTEC DISPOSTION CODE	General Description					
	10	PLEA GUILTY/RESP SENT/SUSPEND					
		PLEA GUILTY/RESP SENT/IMPOSED					
	12	BAIL /DEPOSIT GIVEN/FORFEITED					
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND					
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED					
	22	JDGMT GUILTY/RESP BAIL TO FINE					
	30	JDGMT ACQUITTAL/NOT RESP					

	nctional Requirements Des	cription
!	3	COMPL DISMISSED BY COURT
	4	COMPL DISMISSED CTY ATTY
	5	COMPL DISMISSED BY OFFICER
	4	NRVC SUSPENSION
<del> </del>	8	FTA CIVIL; LICENSE SUSPENDED
<u> </u>	3	DEF TO ANOTHER COURT FOR PROS
<del>  -  </del>	<u> </u>	DEF TO ANOTHER COURT FOR PROS
I	5	DEF TO ANOTHER COOKT FOR PROS
	<del>5</del> 7	
I —	1	CHARGE AMENDED Sequence COURT PURGE
I <b>├</b> ─		
	6	SET ASIDE PURSUANT TO 13-907
1 <del> </del>	0	DEFENSIVE DRIVING/DISM NO MVD
	1	GUILTY/RESPONSIBLE/NO MVD RPT
	9	TRAFFIC OTHER/NO MVD RPT
	<u>.C</u>	ACQUITTED/NOT GUILTY
I 1	F	APPEAL AFFIRMED
	D	COURT DISMISSAL
	01	COURT DISMISSAL WITH PREJUDICE
I <del> </del>	2	COURT DISMISSAL W/O PREJUDICE
	23	OTHER DISMISSAL WITH PREJUDICE
	04	OTHER DISMISSAL W/O PREJUDICE
I <del> </del>	iG 	GUILTY
	il	GUILTY BUT INSANE
	12	SUPERVENING INDICTMENT
I <del> </del>	13	BOUND OVER TO SUPERIOR COURT
	14	CERTIFIED TO MISDEMEANOR
<del> </del>	15	NO PROBABLE CAUSE
	IF	NO COMPLAINT FILED
1 <del>  -</del>	IP	NOLO CONTENDERE PLEA
I <b> </b>	IR	NOT REFERRED FOR PROSECUTION
<u>  P</u>	0	PLEA TO OTHER CHARGES
<u>  R</u>	1	REMANDED TO ANOTHER COURT
R	1	NOT RESPONSIBLE/REASON INSANE
_ T	1	TRANSFER- CHANGE OF VENUE
	2	TRANSFER- CHANGE JURISDICTION
<u>  T</u>	3	TRANSFER- BRANCH COURT
<u>T</u>	4	TRANSFER- REASSIGN JUVCOURT
T	7	FUGITIVE EXTRADICTED
T	8	FUGITIVE NOT EXTRADICTED

	: Time to Disposition Summary Report  Functional Requirements Description				
Requirement ID #	Tunctional Nequilements Description				
CTDS-17	When the system recognizes a 00 disposition code, it shall disregard the previously entered stop code.				
CTDS-18	The system shall calculate the Total Active Days to Disposition as follows:  [Disposition Date (Stop Code) – Action Date (Start Code)] – Excluded Time = Total  Active Days to Disposition				
CTDS-19	See Excluded Time ET-01 thru ET-08 above to calculate Excluded Days.				
CTDS-20	The system shall allow this report to be run by a user for a selected date range to display cases within the selected date range.				
CTDS-21	The report shall show the total number of cases disposed, and the Total Active Days determines in which of the following column categories they should be counted:				
	1. 0-60 days				
	2. 61-90 days				
	3. 91 + days				
CTDS-22	4. Totals  The report shall show the "personters of total" cases disposed that fall into the				
C1D3-22	The report shall show the "percentage of total" cases disposed that fall into the				
	following column categories:				
	1. 0-60 days				
	2. 61-90 days				
	3. 91 + days				
	4. Totals (equals 100%)				
CTDS-23	The "percentage of total" row for each column shall be calculated by dividing the number of cases relevant to that cell by the total number of cases.				
CTDS-24	The report shall show the "cumulative percentage" of cases disposed that fall into the				
	following column categories (per assignment):				
	1. 0-60 days				
	2. 61-90 days				
	3. 91 + days				
	4. Totals				
CTDS-25	The report shall be presented in a way that clearly distinguishes one assignment from				
	another.				
CTDS-26	The "cumulative percentage" row for each column shall be calculated by adding all of				
	the numbers for each category up until that point, working from left to right, and then dividing that subtotal by the total number of cases.				
	For example:				
	DAYS 0-60 61-90 91+ Totals				

Civil Traffic: Time to Disposition Summary Report						
Requirement ID #	Functional Requirements Description					
	Number of cases	5	7	6	18	
	Percentage of total	28%	39%	33%		
	Cumulative percentage	28%	67%	100%		
	5+7 =12 divi	ded by 1	18 equals	a cumulat	ive percent	of 67%
CTDS-27	The report shall show the Overall Totals which include the data for all assignments should be shown at the end of the report, after all assignments have been provided. Overall totals shall include the count, percentage of total, and cumpercentage for the following report columns:		r all assignments have been			
	1. 0-60 2. 61-9 3. 91 + 4. Tota	00 days days				
CTDS-28	The system display case			•	•	er for a selected date range to range.

	: Age of Active Pending Caseload Detailed Report
Requirement	Functional Requirements Description
ID#	C
OTAB 04	See Exhibit 12 for report mockup
CTAD-01	This report shall be generated as a Crystal Report, and the user may decide to export
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft
CTAD-02	Excel, Microsoft Word, Rich Text, or Plain Text format.  The report shall display to the user the following column titles from left to right:
CIAD-02	1. Case Number
	2. Filing Date
	3. Defendant's Name and Charge
	4. Judge
	5. Next Hearing Type
	6. Next Hearing Date
	7. Days Pending
	8. Excluded Days
	9. Total Active Days
CTAD-03	In the header of the report the following language shall be displayed:
	Standard: 80% within 60 days, 98% within 90 days
CTAD-04	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and
	then numerically by case number.
CTAD-05	The columns of the report shall be populated with the corresponding data from the
CTAD-06	case management system.
CTAD-06	On the column titled "Next Hearing Date", the report shall show the first future hearing date after the current date.
CTAD-07	On the column titled "Next Hearing Date", the report shall show the highest number
CIAD 07	sequence if there are multiple sequences on the same date and time.
CTAD-08	On the column titled "Next Hearing Type", the report shall show the event associated
0.7.12	with the highest number sequence if there are multiple sequences on the same date
	and time.
CTAD-09	This report shall only capture cases that
	have been designated as civil traffic cases
	AND
	2. do <b>NOT</b> have a stop code entered on them
	OR
	have a stop code but the stop code is immediately followed by a disposition
	code of 00 and no other stop code exists
	Note: a disposition code of "00" indicates that the previous disposition was entered in
	error.
CTAD-10	The system shall recognize the case subtypes TR1 and TR5 and exclude the case
	categories of PR, PE, or PK.
CTAD-11	The following case types will be excluded from the report:

	: Age of Active Pending Case		
Requirement	Functional Requirements Description		
ID#			
	Civil local ordinances		
	Photo-radar tickets		
	Parking tickets		
CTAD-12		me when a civil traffic complaint is filed (filing date).	
CTAD-13		ng date as the date associated with the start code.	
CTAD-14	The system shall recognize only the		
	AZTEC EVENT CODE	General Description	
	5010	COMPLAINT FILED-PROSECUTOR	
	5011	COMPLAINT FILED-UNIFORM	
		CITATION	
CTA D. 45			
CTAD-15	code.	position date as the date associated with the stop	
CTAD-16	The system shall recognize only th	on following as stan codes:	
CIAD-10	AZTEC DISPOSTION CODE	General Description	
		PLEA GUILTY/RESP SENT/SUSPEND	
	10 11	PLEA GUILTY/RESP SENT/SUSPEND  PLEA GUILTY/RESP SENT/IMPOSED	
		BAIL /DEPOSIT GIVEN/FORFEITED	
	12		
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND	
	21 22	JDGMT GUILTY/RESP SENTENCE IMPOSED	
	30	JDGMT GUILTY/RESP BAIL TO FINE	
		JDGMT ACQUITTAL/NOT RESP  COMPL DISMISSED BY COURT	
	43		
	44	COMPL DISMISSED CTY ATTY	
	45	COMPL DISMISSED BY OFFICER	
	54	NRVC SUSPENSION	
	58 63	FTA CIVIL; LICENSE SUSPENDED	
		DEF TO ANOTHER COURT FOR PROS	
	64	DEF TO ANOTHER COURT FOR PROS	
	65	DEF TO ANOTHER OFFCER FOR PROS	
	67	CHARGE AMENDED Sequence	
	71	COURT PURGE	
	76	SET ASIDE PURSUANT TO 13-907	
	90	DEFENSIVE DRIVING/DISM NO MVD	
	91	GUILTY/RESPONSIBLE/NO MVD RPT	
	99	TRAFFIC OTHER/NO MVD RPT	
	AC	ACQUITTED/NOT GUILTY	
	AF	APPEAL AFFIRMED	
	CD	COURT DISMISSAL	
	D1	COURT DISMISSAL WITH PREJUDICE	

Requiremen		g Caseload Detailed Report Description			
ID#	it in anotional nequilements i	, cooling at 61.			
	D2	COURT DISMISSAL W/O PREJUDICE			
	D3	OTHER DISMISSAL WITH PREJUDICE			
	D4	OTHER DISMISSAL W/O PREJUDICE			
	GG	GUILTY			
	GI	GUILTY BUT INSANE			
	M2	SUPERVENING INDICTMENT			
	M3	BOUND OVER TO SUPERIOR COURT			
	M4	CERTIFIED TO MISDEMEANOR			
	M5	NO PROBABLE CAUSE			
	NF	NO COMPLAINT FILED			
	NP	NOLO CONTENDERE PLEA			
	NR	NOT REFERRED FOR PROSECUTION			
	РО	PLEA TO OTHER CHARGES			
	R1	REMANDED TO ANOTHER COURT			
	RI	NOT RESPONSIBLE/REASON INSANE			
	T1	TRANSFER- CHANGE OF VENUE			
	T2	TRANSFER- CHANGE JURISDICTION			
	Т3	TRANSFER- BRANCH COURT			
	T4	TRANSFER- REASSIGN JUVCOURT			
	T7	FUGITIVE EXTRADICTED			
	Т8	FUGITIVE NOT EXTRADICTED			
	Z1	OTHER DISPOSITION			
	Note: The system shall red	cognize that if there is a stop code, the case should not be			
	included on the report.				
CTAD-17	When the system recognizes a 00 disposition code, it shall disregard the previously				
	entered stop code.				
CTAD-18	The system shall calculate	the Total Active Days as follows:			
	[Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days				
CTAD-19	See Excluded Time ET-01 thru ET-08 above to calculate Excluded Days.				
CTAD-20	The system shall allow this report to be run by a user for a selected date range to displa				
	cases filed within the selected date range. When entering parameters, text shall displa				
	stating "To display all active pending cases, use a start date of 1/1/1900."				
CTAD-21	•	total number of cases that are active on the day the report			
		ses filed within the user-selected date parameters.			
CTAD-22	The report shall not display the case parties if a case is sealed. Instead populate to case party name fields with text 'SEALED'.				

Civil Traffic	Age of Active Pending Caseload Summary Report		
Requirement	Functional Requirements Description		
ID#	The second secon		
	See Exhibit 13 for report mockup		
CTAS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.		
CTAS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.		
CTAS-03	The report shall display to the user the following column titles from left to right:  1. 0-60 days 2. 61-90 days 3. 91 + days 4. Totals		
CTAS-04	In the header of the report the following language shall be displayed: Standard: 80% within 60 days, 98% within 90 days		
CTAS-05	The report must display to the user the following row titles from top to bottom:  1. Number of Cases 2. Percentage of Total 3. Cumulative Percentage		
CTAS-06	The columns of the report shall be populated with the corresponding data from the case management system.		
CTAS-07	The summary report shall accommodate any number of assignments. Assignments will be set by the court's data.		
CTAS-08	This report shall only capture cases that  1. have been designated as civil traffic cases  AND  2. do <b>NOT</b> have a stop code entered on them		
	OR have a stop code but the stop code is immediately followed by a disposition code of 00 and no other stop code exists		
	Note: a disposition code of "00" indicates that the previous disposition was entered in error.		
CTAS-09	The system shall recognize the case subtypes TR1 and TR5 and exclude the case categories of PR, PE, or PK.		
CTAS-10	The following case types will be excluded from the report:		
CTAS-11	The system shall start recording time when a civil traffic complaint is filed (filing date).		

Requirement	Functional Requirements Descrip	otion			
ID#					
CTAS-12	The system shall recognize the filing date as the date associated with the start coc				
CTAS-13	The system shall recognize only the following as start codes:				
	AZTEC EVENT CODE	General Description			
	5010	COMPLAINT FILED-PROSECUTOR			
	5011	COMPLAINT FILED-UNIFORM			
		CITATION			
CTAS-14	The system shall recognize only the following as stop codes:				
	AZTEC DISPOSTION CODE	General Description			
	10	PLEA GUILTY/RESP SENT/SUSPEND			
	11	PLEA GUILTY/RESP SENT/IMPOSED			
	12	BAIL /DEPOSIT GIVEN/FORFEITED			
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND			
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED			
	22	JDGMT GUILTY/RESP BAIL TO FINE			
	30	JDGMT ACQUITTAL/NOT RESP			
	43	COMPL DISMISSED BY COURT			
	44	COMPL DISMISSED CTY ATTY			
	45	COMPL DISMISSED BY OFFICER			
	54	NRVC SUSPENSION			
	58	FTA CIVIL; LICENSE SUSPENDED			
	63	DEF TO ANOTHER COURT FOR PROS			
	64	DEF TO ANOTHER COURT FOR PROS			
	65	DEF TO ANOTHER OFFCER FOR PROS			
	67	CHARGE AMENDED Sequence			
	71	COURT PURGE			
	76	SET ASIDE PURSUANT TO 13-907			
	90	DEFENSIVE DRIVING/DISM NO MVD			
	91	GUILTY/RESPONSIBLE/NO MVD RPT			
	99	TRAFFIC OTHER/NO MVD RPT			
	AC	ACQUITTED/NOT GUILTY			
	AF	APPEAL AFFIRMED			
	CD	COURT DISMISSAL			
	D1	COURT DISMISSAL WITH PREJUDICE			
	D2	COURT DISMISSAL W/O PREJUDICE			
	D3	OTHER DISMISSAL WITH PREJUDICE			
	D4	OTHER DISMISSAL W/O PREJUDICE			
	GG	GUILTY			
	GI	GUILTY BUT INSANE			
	M2	SUPERVENING INDICTMENT			
	M3	BOUND OVER TO SUPERIOR COURT			

Requiremen		ng Caseload Summary Report s Description
ID#	T unctional requirement	3 Beschiption
	M4	CERTIFIED TO MISDEMEANOR
	M5	NO PROBABLE CAUSE
	NF	NO COMPLAINT FILED
	NP	NOLO CONTENDERE PLEA
	NR	NOT REFERRED FOR PROSECUTION
	PO	PLEA TO OTHER CHARGES
	R1	REMANDED TO ANOTHER COURT
	RI	NOT RESPONSIBLE/REASON INSANE
	T1	TRANSFER- CHANGE OF VENUE
	T2	TRANSFER- CHANGE JURISDICTION
	T3	TRANSFER- BRANCH COURT
	T4	TRANSFER- REASSIGN JUVCOURT
	T7	FUGITIVE EXTRADICTED
	T8	FUGITIVE NOT EXTRADICTED
	Z1	OTHER DISPOSITION
CTAC 1E	When the system recogn	pizos a 00 disposition codo, it shall dispogard the proviously
CTAS-15	,	nizes a 00 disposition code, it shall disregard the previously
CTAS-15	entered stop code.	nizes a 00 disposition code, it shall disregard the previously te the Total Active Days as follows:
	entered stop code.  The system shall calcula	te the Total Active Days as follows:
	entered stop code.  The system shall calculate [Current Date – Filing Da	
CTAS-16	entered stop code.  The system shall calcula  [Current Date – Filing Dat	te the Total Active Days as follows: ate (Start Code)] – Excluded Time = Total Active Days
CTAS-16	entered stop code.  The system shall calcular  [Current Date – Filing Da	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.
CTAS-16	entered stop code.  The system shall calcular  [Current Date – Filing Da	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  is report to be run by a user for a selected date range to displa
CTAS-16	entered stop code.  The system shall calcula  [Current Date – Filing Dat	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displaected date range. When entering parameters, text shall displa
CTAS-16 CTAS-17 CTAS-18	entered stop code.  The system shall calcula  [Current Date – Filing Down See Excluded Time ET-02  The system shall allow the cases filed within the sel stating "To display all acomplete The report shall show the stating that the selection is the system shall show the selection is the system of the system shall show the system of the system shall show the system of the system o	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  his report to be run by a user for a selected date range to displaected date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."
CTAS-16 CTAS-17 CTAS-18	entered stop code.  The system shall calcula  [Current Date – Filing Dat	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displate ected date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Days
CTAS-17 CTAS-18 CTAS-19	entered stop code.  The system shall calcula  [Current Date – Filing Down See Excluded Time ET-02  The system shall allow the cases filed within the sell stating "To display all acomplete The report shall show the is run by the user, for the The report shall show the determines in which of the system of the system.	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  Its report to be run by a user for a selected date range to display ected date range. When entering parameters, text shall display tive pending cases, use a start date of 1/1/1900."  The total number of cases that are active on the day the report e cases filed within the user-selected date parameters.
CTAS-16  CTAS-17  CTAS-18  CTAS-19	entered stop code.  The system shall calcular  [Current Date – Filing Da	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displate ected date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Days
CTAS-17 CTAS-18 CTAS-19	entered stop code.  The system shall calcula  [Current Date – Filing Dat	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displate ected date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Days
CTAS-16  CTAS-17  CTAS-18  CTAS-19	entered stop code.  The system shall calcular  [Current Date – Filing Down See Excluded Time ET-02]  The system shall allow the cases filed within the sell stating "To display all accomposite The report shall show the is run by the user, for the the The report shall show the determines in which of the system	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displate ected date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Days
CTAS-16  CTAS-17  CTAS-18  CTAS-19  CTAS-20	entered stop code.  The system shall calcular  [Current Date – Filing Down See Excluded Time ET-02]  The system shall allow the cases filed within the selection stating "To display all accomposition of the report shall show the is run by the user, for the The report shall show the determines in which of the system of the s	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displated date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Day the following column categories they should be counted:
CTAS-16  CTAS-17  CTAS-18  CTAS-19	entered stop code.  The system shall calcula  [Current Date – Filing Date of Filing One of	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displate ected date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Days
CTAS-16  CTAS-17  CTAS-18  CTAS-19  CTAS-20	entered stop code.  The system shall calcular  [Current Date – Filing Down See Excluded Time ET-02]  The system shall allow the cases filed within the selection stating "To display all accomposition of the report shall show the is run by the user, for the The report shall show the determines in which of the system of the s	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displated date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Day the following column categories they should be counted:
CTAS-16  CTAS-17  CTAS-18  CTAS-19  CTAS-20	entered stop code.  The system shall calcula  [Current Date – Filing Date of Filing One of	te the Total Active Days as follows:  ate (Start Code)] – Excluded Time = Total Active Days  I thru ET-08 above to calculate Excluded Days.  ais report to be run by a user for a selected date range to displated date range. When entering parameters, text shall displative pending cases, use a start date of 1/1/1900."  are total number of cases that are active on the day the report e cases filed within the user-selected date parameters.  The total number of active cases, and the Total Active Day the following column categories they should be counted:

Requirement	: Age of Active Pending Caseload Summary Report Functional Requirements Description					
ID#						
	2. 61-9					
		days	1 4000()			
CTAS-22			als 100%)	row for c	ach column	shall be calculated by dividing the
C1A3-22		•	_			•
CTAS-23	number of cases relevant to that cell by the total number of cases.  The report shall show the "cumulative percentage" of active cases that fall into the					
	following column categories:					
	1 0.00	\				
	1. 0-60 2. 61-9	-				
	3. 91+					
	4. Tota	•				
CTAS-24	The "cumulative percentage" row for each column shall be calculated by adding all of					
	the numbers for each category up until that point, working from left to right, and then dividing that subtotal by the total number of cases.					
	arraing that		u. 57 tile t	o car manni	Jei 01 000001	
	For example	:	•			
	DAYS	0-60	61-90	91+	Totals	
	Number of	5	7	6	18	7
	cases					
	Percentage	28%	39%	33%		<del>- </del>
	of total	2070		33,0		
	Cumulative	28%	67%	100%		<b>_</b>
	percentage	2070	0770	100%		
	F.7 40 J.	المالما	10			- 5 C 70/
	5+7 =12 divi	uea by :	ro eduais	a cumulat	ive percent	UI 0/%

## **DUI Reporting**

**DUI** – Misdemeanor DUI cases are defined as cases filed having a defendant with at least one charge of any of the following at the time the case is filed, or during the life of the case:

28-1381A1, 28-1381A2, 28-1381A3, 28-1381A4, 28-1382A, 28-1382A1, 28-1382A2, *28-692*, 28-692A, *28-692A1*, *28-692A2*, *28-692A3*, *28-692A4*, 28-692B, *28-692I* (letter I), *28-692L*, *28-692M*, *28-692O*, *28-692P* 

If a DUI is added after the filing of the case, the case will be included in the count.

Re-filed cases are counted as new filings. \*\*\*Note\*\*\* Felony DUI charges, and boating and flying under the influence charges have been intentionally excluded for the purposes of this project.

The following case processing time standard has been adopted for DUI cases by the Steering Committee:

85% within 120 days 93% within 180 days

- ✓ Non-DUI criminal misdemeanor cases are excluded.
- ✓ Non-DUI criminal traffic cases are excluded.
- ✓ Criminal local ordinance cases are excluded.

Measurement: Filing of complaint through disposition (e.g., dismissal, acquittal, or judgment and

sentencing).

**Excluded Time:** The following time will be excluded from measurement: pre-adjudication

warrants, pre-adjudication Rule 11 mental competency proceedings, pre-adjudication diversion, specialty courts/programs, pre-adjudication special

actions, and pre-adjudication appeals.

DUI: Time to	o Disposition Detailed Report
Requirement ID #	Functional Requirements Description
	See Exhibit 10 for report mockup
DUIDD-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
DUIDD-02	The report shall display to the user the following column titles from left to right:  1. Case Number  2. Name  3. Filing Date  4. Judicial Officer  5. Active Days  6. Count  7. Sequence  8. Charge
DUIDD-03	The report should list cases in sequential order beginning with the case with the lowest # of active days to the case with the highest # of active days.
DUIDD-04	In the header of the report the following language shall be displayed:

Limited Jurisdiction Time Standards Reporting Requirements

Author: Jon Reeves/ Summer Dalton / Cindy Cook/Michelle Dunivan/Jennifer Mesquita/Marretta Mathes

DUI: Time t	o Disposition Detailed Report	
Requirement	Functional Requirements Description	
ID#		
	Standard: 85% within 120 days, 93% within 180 days	
DUIDD-05	The columns of the report shall be populated with the corresponding data from the	
D. 11DD 06	case management system.	
DUIDD-06	This report shall only capture cases that	
	1. have been designated as DUI cases	
	AND	
	<ol> <li>have a final disposition (Stop Code) entered on them</li> <li>AND</li> </ol>	
	<ol> <li>the final disposition (stop code) shall not be immediately followed by a disposition code of 00</li> </ol>	
	Note: a disposition code of "00" indicates that the previous disposition was entered in error.	
DUIDD-07 DUIDD-08	The system shall start recording time when a DUI complaint is filed (filing date).	
	<ul> <li>reports for the following reasons:</li> <li>The DUI reports only track the charges based on the last disposition in the case.</li> <li>The filing of a new charge for a warrant restarts the clock for time to disposition. This impacts the DUI Time to Disposition Reports.</li> <li>Entry of the new charge code opens the case again and impacts the Age of Active Pending Reports. The case still appears on the report although the initial charges have been disposed.</li> </ul>	
	Based on the reasons stated above, pre and post-adjudication warrant charges must be excluded when calculating time to disposition and age of active pending. The following charges should appear on this report, but should be excluded from time calculations: <ul> <li>13-2506</li> <li>13-2506(A)</li> <li>13-2506(A)(1)</li> <li>13-2506(A)(2)</li> <li>13-2506(B)</li> <li>13-2507</li> <li>13-2507(A)</li> <li>13-2507(B)</li> <li>12-863</li> <li>12-863(A)</li> <li>12-863(B)</li> <li>13-2810</li> </ul>	

DUI: Time t	o Disposition Detailed Report		
Requirement	Functional Requirements Description		
ID#			
	• 13-2810(A)		
	• 13-2810(A)(2)		
	• 13-2810(B)		
	• 13-3904		
	• 13-3904(A)		
DUIDD-09	` '	a DUI when one or more of the following charge	
	codes are filed as part of the case.	5 5	
	CHARGE CODE		
	28-1381A1		
	28-1381A2		
	28-1381A3		
	28-1381A4		
	28-1382A		
	28-1382A1		
	28-1382A2		
	28-692		
	28-692A		
	28-692A1		
	28-692A2		
	28-692A3		
	28-692A4		
	28-692B		
	28-692I (letter I)		
	28-692L		
	28-692M		
	28-6920		
	28-692P		
DUIDD-10	The system shall recognize the filing	date as the date associated with the start code.	
DUIDD-11	The system shall recognize only the f		
	AZTEC EVENT CODE	General Description	
	5010	COMPLAINT FILED-PROSECUTOR	
	5011	COMPLAINT FILED-UNIFORM	
		CITATION	
DUIDD-12	The system shall recognize the result date as the date associated with the stop code.		
DUIDD-13	The report shall display all the charge	es on the case.	
DUIDD-14		ualifying stop code is entered on a case, the system	
		te of the first final disposition unless immediately	
	followed by a 00.		

	o Disposition Detailed Repo	
Requirement ID #	Functional Requirements Description	
DUIDD-15	,	00 disposition code, it shall disregard the previously
	entered stop code.	
DUIDD-16	1	final disposition. The disposition date associated with
	-	disposition shall be used to calculate time.
DUIDD-17	The system shall recognize only t	
	AZTEC DISPOSTION CODE	General Description
	10	PLEA GUILTY/RESP SENT/SUSPEND
	11	PLEA GUILTY/RESP SENT/IMPOSED
	12	BAIL /DEPOSIT GIVEN/FORFEITED
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED
	22	JDGMT GUILTY/RESP BAIL TO FINE
	30	JDGMT ACQUITTAL/NOT RESP
	43	COMPL DISMISSED BY COURT
	44	COMPL DISMISSED CTY ATTY
	45	COMPL DISMISSED BY OFFICER
	54	NRVC SUSPENSION
	58	FTA CIVIL; LICENSE SUSPENDED
	63	DEF TO ANOTHER COURT FOR PROS
	64	DEF TO ANOTHER COURT FOR PROS
	65	DEF TO ANOTHER OFFCER FOR PROS
	67	CHARGE AMENDED Sequence
	71	COURT PURGE
	76	SET ASIDE PURSUANT TO 13-907
	90	DEFENSIVE DRIVING/DISM NO MVD
	91	GUILTY/RESPONSIBLE/NO MVD RPT
	99	TRAFFIC OTHER/NO MVD RPT
	AC	ACQUITTED/NOT GUILTY
	AF	APPEAL AFFIRMED
	CD	COURT DISMISSAL
	D1	COURT DISMISSAL WITH PREJUDICE
	D2	COURT DISMISSAL W/O PREJUDICE
	D3	OTHER DISMISSAL WITH PREJUDICE
	D4	OTHER DISMISSAL W/O PREJUDICE
	GG	GUILTY
	GI	GUILTY BUT INSANE
	M2	SUPERVENING INDICTMENT
	M3	BOUND OVER TO SUPERIOR COURT
	M4	CERTIFIED TO MISDEMEANOR
	M5	NO PROBABLE CAUSE

DUI: Time t	o Disposition Detailed Report	
Requirement ID #	Functional Requirements Description	
	NF	NO COMPLAINT FILED
	NP	NOLO CONTENDERE PLEA
	NR	NOT REFERRED FOR PROSECUTION
	PO	PLEA TO OTHER CHARGES
	R1	REMANDED TO ANOTHER COURT
	RI	NOT RESPONSIBLE/REASON INSANE
	T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION	TRANSFER- CHANGE OF VENUE
		TRANSFER- CHANGE JURISDICTION
	T3	TRANSFER- BRANCH COURT
	T4	TRANSFER- REASSIGN JUVCOURT
	T7	FUGITIVE EXTRADICTED
	T8	FUGITIVE NOT EXTRADICTED
	Z1	OTHER DISPOSITION
DUIDD-18	The system shall calculate the Total Active Days to Disposition as follows:  [Result Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total Active	
	Days to Disposition	
DUIDD-19	See Excluded Time ET-01 thru ET-09 above to calculate Excluded Days.	
DUIDD-20	The system shall allow this report to be run by a user for a selected date range to display	
	cases within the selected date range.	
DUIDD-21	The report shall not display the cas	e parties if a case is sealed. Instead populate the
	Case party name fields with text 'SEA	ALED'.

DUI: Time to	Disposition Summary Report	
Requirement	Functional Requirements Description	
ID#		
	See Exhibit 11 for report mockup	
DUIDS-01	This report shall be generated as a Crystal Report, and the user may decide to export into	
	XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel,	
	Microsoft Word, Rich Text, or Plain Text format.	
DUIDS-02	The summary reports should be calculating based on the data pulled into the detail	
	report. As such, their accuracy and value depends on the accuracy of the data pulled into	
	the detailed report.	

DUI: Time to	o Disposition Summary Report	
Requirement	Functional Requirements Description	
ID#	The group of shall display to the group the following column titles:	
DUIDS-03	The report shall display to the user the following column titles:	
	1. 0-30 days	
	2. 31-60 days	
	3. 61-90 days	
	4. 91-120 days	
	5. 121-150 days 6. 151-180 days	
	7. 181-210 days	
	8. 211-270 days	
	9. 271+ days	
	10. Totals	
DUIDS-04	In the header of the report the following language shall be displayed:	
	Standard: 85% within 120 days, 93% within 180 days	
DUIDS-05	The report shall display to the user the following row titles within each assignment from top to bottom:	
	Number of Cases	
	2. Percentage of Total	
DUIDS-06	The summary report shall accommodate any number of assignments. Assignments will	
	be set by the court's data.	
DUIDS-07	This report shall only capture cases that	
	1. have been designated as DUI cases	
	AND	
	have a final disposition (Stop Code) entered on them  AND	
	3. the final disposition (stop code) shall not be immediately followed by a	
	disposition code of 00	
	Note: a disposition code of "00" indicates that the previous disposition was entered in	
DUIDS-08	Post-adjudication warrant charges have presented a problem to the existing DUI reports	
00103-00	for the following reasons:	
	The DUI reports only track the charges based on the last disposition in	
	the case.	
	<ul> <li>The filing of a new charge for a warrant restarts the clock for time to disposition. This impacts the DUI Time to Disposition Reports.</li> </ul>	

DUI: Time to	o Disposition Summary Report		
Requirement ID #	Functional Requirements Description		
	<ul> <li>Entry of the new charge code opens the case again and impacts the Age of Active Pending Reports. The case still appears on the report although the initial charges have been disposed.</li> </ul>		
	Based on the reasons stated above, pre and post-adjudication warrant charges must be excluded when calculating time to disposition and age of active pending. The following charges should appear on this report, but should be excluded from time calculations:  • 13-2506 • 13-2506(A) • 13-2506(A)(1) • 13-2506(B) • 13-2507 • 13-2507(A) • 13-2507(B) • 12-863 • 12-863(A) • 12-863(B) • 13-2810(A) • 13-2810(A) • 13-2810(B) • 13-3904		
DUIDS-09	<ul> <li>13-3904(A)</li> <li>The system shall start recording time when a DUI complaint is filed (filing date).</li> </ul>		
DUIDS-10	The system shall recognize a case as a DUI when one or more of the following charge codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1381A4  28-1382A  28-1382A1  28-1382A2  28-692  28-692  28-692A1  28-692A2  28-692A3		

DUI: Time to	o Disposition Summary Repo	rt
Requirement	Functional Requirements Description	
ID#	· ·	
	28-692A4	
	28-692B	
	28-692I (letter I)	
	28-692L	
	28-692M	
	28-6920	
	28-692P	
DUIDS-11	The system shall recognize the filin	ng date as the date associated with the start code.
DUIDS-12	The system shall recognize only the	e following as start codes:
	AZTEC EVENT CODE	General Description
	5010	COMPLAINT FILED-PROSECUTOR
	5011	COMPLAINT FILED-UNIFORM
		CITATION
		_
DUIDS-13	The system shall recognize the res	ult date as the date associated with the stop code.
DUIDS-14		e qualifying stop code is entered on a case, the system
		date of the first final disposition unless immediately
	followed by a 00.	
DUIDS-15	, -	O disposition code, it shall disregard the previously
	entered stop code.	
DUIDS-16	_	final disposition. The disposition date associated with
		sposition shall be used to calculate time.
DUIDS-17	The system shall recognize only the	
	AZTEC DISPOSTION CODE	General Description
	10	PLEA GUILTY/RESP SENT/SUSPEND
	11	PLEA GUILTY/RESP SENT/IMPOSED
	12	BAIL /DEPOSIT GIVEN/FORFEITED
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED
	22	JDGMT GUILTY/RESP BAIL TO FINE
	30	JDGMT ACQUITTAL/NOT RESP
	43	COMPL DISMISSED BY COURT
	44	COMPL DISMISSED CTY ATTY
	45	COMPL DISMISSED BY OFFICER
	54	NRVC SUSPENSION
	58	FTA CIVIL; LICENSE SUSPENDED
	63	DEF TO ANOTHER COURT FOR PROS

Requirement	Functional Requirements D	Description	
ID#	Tanotional negations besstiption		
	64	DEF TO ANOTHER COURT FOR PROS	
	65	DEF TO ANOTHER OFFCER FOR PROS	
	67	CHARGE AMENDED Sequence	
	71	COURT PURGE	
	76	SET ASIDE PURSUANT TO 13-907	
	90	DEFENSIVE DRIVING/DISM NO MVD	
	91	GUILTY/RESPONSIBLE/NO MVD RPT	
	99	TRAFFIC OTHER/NO MVD RPT	
	AC	ACQUITTED/NOT GUILTY	
	AF	APPEAL AFFIRMED	
	CD	COURT DISMISSAL	
	D1	COURT DISMISSAL WITH PREJUDICE	
	D2	COURT DISMISSAL W/O PREJUDICE	
	D3	OTHER DISMISSAL WITH PREJUDICE	
	D4	OTHER DISMISSAL W/O PREJUDICE	
	GG	GUILTY	
	GI	GUILTY BUT INSANE	
	M2	SUPERVENING INDICTMENT	
	M3	BOUND OVER TO SUPERIOR COURT	
	M4	CERTIFIED TO MISDEMEANOR	
	M5	NO PROBABLE CAUSE	
	NF	NO COMPLAINT FILED	
	NP	NOLO CONTENDERE PLEA	
	NR	NOT REFERRED FOR PROSECUTION	
	PO	PLEA TO OTHER CHARGES	
	R1	REMANDED TO ANOTHER COURT	
	RI	NOT RESPONSIBLE/REASON INSANE	
	T1	TRANSFER- CHANGE OF VENUE	
	T2	TRANSFER- CHANGE JURISDICTION	
	T3	TRANSFER- BRANCH COURT	
	T4	TRANSFER- REASSIGN JUVCOURT	
	T7	FUGITIVE EXTRADICTED	
	T8	FUGITIVE NOT EXTRADICTED	
	Z1	OTHER DISPOSITION	
DUIDS-18	The system shall calculate the Total Active Days to Disposition as follows:  [Result Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total Acti		
	Days to Disposition		
DUIDS-19	See Excluded Time ET-01 thru ET-09 above to calculate Excluded Days.		
DUIDS-20	The system shall allow this report to be run by a user for a selected date range to displacases within the selected date range.		

DIII. Timo to	Disposition Summary Report		
	Functional Requirements Description		
Requirement ID #	Functional Requirements Description		
DUIDS-21	The report shall show the total number of cases disposed in the assignment name ro		
00103-21	and the Total Active Days to Disposition determines in which of the following co		
	categories they should be counted:		
	1. 0-30 days		
	2. 31-60 days		
	3. 61-90 days		
	4. 91-120 days		
	5. 121-150 days		
	6. 151-180 days		
	7. 181-210 days		
	8. 211-270 days		
	9. 271+ days		
	10. Totals		
DUIDS-22	The report shall show the "percentage of total" cases disposed that fall into the following		
	column categories:		
	1. 0-30 days		
	2. 31-60 days		
	3. 61-90 days		
	4. 91-120 days		
	5. 121-150 days		
	6. 151-180 days		
	7. 181-210 days		
	8. 211-270 days		
	9. 271+ days		
DI IIDC 22	10. Totals (equals 100%)		
DUIDS-23	The "percentage of total" row for each column shall be calculated by dividing the		
DUIDC 24	number of cases relevant to that cell by the total number of cases.		
DUIDS-24	The system shall allow this report to be run by a user for a selected date range to display cases within the selected date range.		
	cases within the selected date range.		

	Active Pending Caseload Detailed Report	
Requirement	Functional Requirements Description	
ID#	C	
DILLAR 04	See Exhibit 12 for report mockup	
DUIAD-01	This report shall be generated as a Crystal Report, and the user may decide to export	
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft	
DUIAD-02	Excel, Microsoft Word, Rich Text, or Plain Text format.  The report shall display to the user the following column titles:	
DOIAD-02	1. Case Number	
	2. Defendant's Name	
	3. Filing Date	
	4. Judicial Officer	
	5. Active Days	
	6. County	
	7. Sequence	
	8. Charge	
DUIAD-03	In the header of the report the following language shall be displayed:	
	Standard: 85% within 120 days, 93% within 180 days	
DUIAD-04	The report should list cases in sequential order beginning with the case with the lowest	
	# of active days to the case with the highest # of active days.	
DUIAD-05	The columns of the report shall be populated with the corresponding data from the	
	case management system.	
DUIAD-06	This report shall only capture cases that	
	have been designated as DUI cases	
	AND	
	2. do <b>NOT</b> have a stop code entered on them	
	OR	
	has a stop code but the stop code is immediately followed by a disposition	
	code of 00 and no other stop code exists	
	Note: a disposition code of "00" indicates that the previous disposition was entered in	
	error.	
DUIAD-07	Post-adjudication warrant charges have presented a problem to the existing DUI	
	reports for the following reasons:	
	The DUI reports only track the charges based on the last disposition in	
	the case.	
	The filing of a new charge for a warrant restarts the clock for time to	
	disposition. This impacts the DUI Time to Disposition Reports.	
	Entry of the new charge code opens the case again and impacts the Age	
	of Active Pending Reports. The case still appears on the report	
	although the initial charges have been disposed.	

DUI: Age of	f Active Pending Caseload Detailed Report	
Requirement ID #	Functional Requirements Description	
	Based on the reasons stated above, pre and post-adjudication warrant charges must be excluded when calculating time to disposition and age of active pending. The following charges should appear on this report, but should be excluded from time calculations:  13-2506 13-2506(A) 13-2506(A)(1) 13-2506(A)(2) 13-2506(B) 13-2507 13-2507(A) 13-2507(B) 12-863 12-863(A) 12-863(B) 13-2810 13-2810(A) 13-2810(A) 13-2810(B) 13-3904 13-3904(A)	
DUIAD-08	The system shall start recording time when a DUI complaint is filed (filing date).	
DUIAD-09	The system shall recognize a case as a DUI when one or more of the following charge codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1381A4  28-1382A  28-1382A1  28-1382A2  28-692  28-692  28-692  28-692A  28-692A1  28-692A2  28-692A4  28-692B  28-692B (letter I)	

Requirement	f Active Pending Caseload Do Functional Requirements Descrip	_
ID#		
	28-692L	
	28-692M	
	28-6920	
	28-692P	
DUIAD-10	The system shall recognize the fi	ling date as the date associated with the start cod
DUIAD-11	The system shall recognize only t	
	AZTEC EVENT CODE	General Description
	5010	COMPLAINT FILED-PROSECUTOR
	5011	COMPLAINT FILED-UNIFORM
		CITATION
DUIAD-12	The system shall recognize the re	esult date as the date associated with the stop co
DUIAD-13	The report shall display all the ch	arges on the case.
DUIAD-14	The system shall recognize only t	he following as stop codes:
	AZTEC DISPOSTION CODE	<b>General Description</b>
	10	PLEA GUILTY/RESP SENT/SUSPEND
	11	PLEA GUILTY/RESP SENT/IMPOSED
	12	BAIL /DEPOSIT GIVEN/FORFEITED
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED
	22	JDGMT GUILTY/RESP BAIL TO FINE
	30	JDGMT ACQUITTAL/NOT RESP
	43	COMPL DISMISSED BY COURT
	44	COMPL DISMISSED CTY ATTY
	45	COMPL DISMISSED BY OFFICER
	54	NRVC SUSPENSION
	58	FTA CIVIL; LICENSE SUSPENDED
	63	DEF TO ANOTHER COURT FOR PROS
	64	DEF TO ANOTHER COURT FOR PROS
	65	DEF TO ANOTHER OFFCER FOR PROS
	67	CHARGE AMENDED Sequence
	71	COURT PURGE
	76	SET ASIDE PURSUANT TO 13-907
	90	DEFENSIVE DRIVING/DISM NO MVD
	91	GUILTY/RESPONSIBLE/NO MVD RPT
	99	TRAFFIC OTHER/NO MVD RPT
	AC	ACQUITTED/NOT GUILTY
	AF	APPEAL AFFIRMED
	CD	COURT DISMISSAL
	D1	COURT DISMISSAL WITH PREJUDICE

Requiremen <sup>-</sup>	t Functional Requiremen	nts Description
ID#		
	D2	COURT DISMISSAL W/O PREJUDICE
	D3	OTHER DISMISSAL WITH PREJUDICE
	D4	OTHER DISMISSAL W/O PREJUDICE
	GG	GUILTY
	GI	GUILTY BUT INSANE
	M2	SUPERVENING INDICTMENT
	M3	BOUND OVER TO SUPERIOR COURT
	M4	CERTIFIED TO MISDEMEANOR
	M5	NO PROBABLE CAUSE
	NF	NO COMPLAINT FILED
	NP	NOLO CONTENDERE PLEA
	NR	NOT REFERRED FOR PROSECUTION
	PO	PLEA TO OTHER CHARGES
	R1	REMANDED TO ANOTHER COURT
	RI	NOT RESPONSIBLE/REASON INSANE
	T1	TRANSFER- CHANGE OF VENUE
	T2	TRANSFER- CHANGE JURISDICTION
	T3	TRANSFER- BRANCH COURT
	T4	TRANSFER- REASSIGN JUVCOURT
	T7	FUGITIVE EXTRADICTED
	T8	FUGITIVE NOT EXTRADICTED
	Z1	OTHER DISPOSITION
	Note: The system shall included on the report	recognize that if there is a stop code, the case should not be.
DUIAD-15	When the system recog	gnizes a 00 disposition code, it shall disregard the previously
DUIAD-16	The system shall calculate the Total Active Days as follows:  Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days	
DUIAD-17	See Excluded Time ET-0	01 thru ET-09 above to calculate Excluded Days.
DUIAD-18	The system shall show data from the beginning of time to the day the report is run the user. There should not be a date range option available, the report is a snapsh in time.	

DUI: Age of	DUI: Age of Active Pending Caseload Detailed Report	
Requirement	Functional Requirements Description	
ID#		
DUIAD-19	The report shall show the total number of cases that are active on the day the report is	
	run by the user.	
DUIAD-20	The report shall not display the case parties if a case is sealed. Instead populate the case party name fields with text 'SEALED'.	

DUI: Age of	Active Pending Caseload Summary Report		
Requirement	Functional Requirements Description		
ID#			
	See Exhibit 13 for report mockup		
DUIAS-01	This report shall be generated as a Crystal Report, and the user may decide to export		
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft		
	Excel, Microsoft Word, Rich Text, or Plain Text format.		
DUIAS-02	The summary reports should be calculating based on the data pulled into the detail		
	report. As such, their accuracy and value depends on the accuracy of the data pulled		
	into the detailed report.		
DUIAS-03	The report shall display to the user the following column titles from left to right:		
	1. 0-30 days		
	2. 31-60 days		
	3. 61-90 days		
	4. 91-120 days		
	5. 121-150 days		
	6. 151-180 days		
	7. 181-210 days 8. 211-270 days		
	9. 271 + days		
	10. Totals		
DUIAS-04	In the header of the report the following language shall be displayed:		
DUIA3-04	Standard: 85% within 120 days, 93% within 180 days		
DUIAS-05	The report shall display to the user the following row titles within each assignment		
D01A3-03	from top to bottom:		
	1. Number of Cases		
DUIAS-06	Percentage of Total  The columns of the report shall be populated with the corresponding data from the		
D01A3-00	case management system.		
DUIAS-07	The summary report shall accommodate any number of assignments. Assignments will		
501,1507	be set by the court's data.		
DUIAS-08	This report shall only capture cases that		

DUI: Age of	DUI: Age of Active Pending Caseload Summary Report		
Requirement ID #	Functional Requirements Description		
	<ol> <li>Have been designated as DUI cases         AND</li> <li>do NOT have a stop code entered on them         OR         have a stop code but the stop code is immediately followed by a disposition         code of 00 and no other stop code exists</li> <li>Note: a disposition code of "00" indicates that the previous disposition was entered in         error.</li> </ol>		
DUIAS-09	OR have a stop code but the stop code is immediately followed by a disposition code of 00 and no other stop code exists  Note: a disposition code of "00" indicates that the previous disposition was entered		

Requirement ID#  - 13-3904(A)  DUIAS-10 The system shall start recording time when a DUI complaint is filed (filing date).  The system shall recognize a case as a DUI when one or more of the following charge codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1381A4  28-1382A1  28-1382A2  28-692A  28-692A  28-692A1  28-692A1  28-692A2  28-692A2  28-692A2  28-692B  28-692I (letter I)  28-692P  DUIAS-12 The system shall recognize the filing date as the date associated with the start code.  DUIAS-13 The system shall recognize only the following as start codes:  ATTEC EVENT CODE  General Description  5011 COMPLAINT FILED-UNIFORM  CITATION  DUIAS-14 The system shall recognize the result date as the date associated with the stop code.  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  When the system recognizes a 00 disposition code, it shall disregard the previously entered stop code.  When the system recognizes a 00 disposition code, it shall disregard the previously entered stop code.	DIJI: Age of	Active Pending Caseload Summ	nary Report	
DUIAS-10  The system shall start recording time when a DUI complaint is filed (filing date).  The system shall recognize a case as a DUI when one or more of the following charge codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1381A4  28-1382A1  28-1382A2  28-692  28-692A1  28-692A1  28-692A1  28-692A2  28-692A2  28-692A4  28-692B  28-692I (letter I)  28-692P  DUIAS-12  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  ATTEC EVENT CODE  Soil  COMPLAINT FILED-PROSECUTOR  COMPLAINT FILED-UNIFORM  CITATION  DUIAS-15  When the system recognizes an Od disposition code, it shall disregard the previously				
DUIAS-10  The system shall start recording time when a DUI complaint is filed (filing date).  The system shall recognize a case as a DUI when one or more of the following charge codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1381A4  28-1382A1  28-1382A1  28-1382A1  28-692A  28-692A  28-692A  28-692A  28-692A  28-692A  28-692B  28-692I (letter I)  28-692I  28-692I  28-692D  28-692D  DUIAS-12  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  AZTEC EVENT CODE  General Description  5010  COMPLAINT FILED-PROSECUTOR  5011  COMPLAINT FILED-UNIFORM  CITATION  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously	•	Tunctional requirements bescription		
DUIAS-10  The system shall start recording time when a DUI complaint is filed (filing date).  The system shall recognize a case as a DUI when one or more of the following charge codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1382A1  28-1382A2  28-692A  28-692A1  28-692A2  28-692A2  28-692A2  28-692A2  28-692A2  28-692I (letter I)  28-692I (28-692I)  28-692I (setter I)  28-692I (sette		<ul> <li>13-3904(Δ)</li> </ul>		
DUIAS-11  The system shall recognize a case as a DUI when one or more of the following charge codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1382A1  28-1382A2  28-692A  28-692A1  28-692A1  28-692A2  28-692A2  28-692B  28-692I (letter I)  28-692I  28-692P  DUIAS-12  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize the following as start codes:  AZTEC EVENT CODE  General Description  S010  COMPLAINT FILED-PROSECUTOR  S011  COMPLAINT FILED-UNIFORM  CITATION  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall of time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously	DUIAS-10	` '	when a DIII complaint is filed (filing date)	
codes are filed as part of the case.  CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1381A4  28-1382A  28-1382A1  28-1382A2  28-692A  28-692A  28-692A1  28-692A2  28-692A2  28-692A4  28-692B  28-692I (letter I)  28-692I  28-692I  28-692D  28-692D  28-692D  28-692D  COMPLAINT FILED-PROSECUTOR  5011  COMPLAINT FILED-UNIFORM  CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
CHARGE CODE  28-1381A1  28-1381A2  28-1381A3  28-1381A4  28-1382A  28-1382A  28-1382A2  28-692  28-692  28-692  28-692A  28-692A1  28-692A2  28-692A2  28-692A4  28-692B  28-692I (letter I)  28-692I  28-692P  DUIAS-12  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  ATEC EVENT CODE  Sol1  COMPLAINT FILED-PROSECUTOR  COMPLAINT FILED-UNIFORM CITATION  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously	D01A3-11	,	a Doi when one of more of the following charge	
28-1381A1 28-1381A2 28-1381A4 28-1382A 28-1382A1 28-1382A2 28-692A 28-692A1 28-692A1 28-692A4 28-692A4 28-692B 28-692I (letter I) 28-692I 28-692I 28-692P  DUIAS-12  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  AZTEC EVENT CODE General Description 5010 COMPLAINT FILED-PROSECUTOR 5011 COMPLAINT FILED-UNIFORM CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code. In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously		•		
28-1381A2 28-1381A3 28-1382A1 28-1382A1 28-1382A2 28-692 28-692 28-692A1 28-692A2 28-692A3 28-692A4 28-692A4 28-692B 28-692I (letter I) 28-692I 28-692P  DUIAS-12  The system shall recognize the filling date as the date associated with the start code.  AZTEC EVENT CODE General Description 5010 COMPLAINT FILED-PROSECUTOR 5011 COMPLAINT FILED-UNIFORM CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  DUIAS-15 In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
28-1381A3 28-1381A4 28-1382A 28-1382A1 28-1382A2 28-692 28-692 28-692A 28-692A1 28-692A2 28-692A4 28-692B 28-692I (letter I) 28-692I 28-692D  28-692P  DUIAS-12  The system shall recognize the filling date as the date associated with the start code.  PUIAS-13  The system shall recognize only the following as start codes:    AZTEC EVENT CODE   General Description				
28-1381A4   28-1382A   28-1382A1   28-1382A2   28-692   28-692   28-692   28-692A1   28-692A2   28-692A2   28-692A3   28-692A4   28-692B   28-692I   28-69				
28-1382A   28-1382A1   28-1382A2   28-692   28-692   28-692A   28-692A   28-692A   28-692A2   28-692A3   28-692A4   28-692B   28-692I (letter I)   28-692I (letter I)   28-692I   28-692				
28-1382A1   28-1382A2   28-692   28-692A   28-692A1   28-692A2   28-692A2   28-692A3   28-692A4   28-692B   28-692L   28-692L   28-692L   28-692D   28-692				
28-1382A2   28-692   28-692A   28-692A   28-692A1   28-692A2   28-692A2   28-692A3   28-692A3   28-692A4   28-692B   28-692I (letter I)   28-692L   28-692E   28-692I (letter I)   28-692E   28-692I   28-692E   28-692I   28-692E   28-69				
28-692A   28-692A1   28-692A2   28-692A2   28-692A3   28-692A4   28-692B   28-692I (letter I)   28-692I (letter				
28-692A1 28-692A2 28-692A3 28-692A4 28-692B 28-692B 28-692L   (letter I) 28-692L 28-692D  DUIAS-12  The system shall recognize the filling date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  AZTEC EVENT CODE   General Description   5010   COMPLAINT FILED-PROSECUTOR   5011   COMPLAINT FILED-UNIFORM   CITATION    DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
28-692A1 28-692A2 28-692A3 28-692A4 28-692B 28-692I (letter I) 28-692L 28-692W 28-692O 28-692P  DUIAS-13  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  AZTEC EVENT CODE General Description 5010 COMPLAINT FILED-PROSECUTOR 5011 COMPLAINT FILED-UNIFORM CITATION  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
28-692A2 28-692A3 28-692A4 28-692B 28-692I (letter I) 28-692L 28-692D 28-692P  DUIAS-12 The system shall recognize the filing date as the date associated with the start code.  DUIAS-13 The system shall recognize only the following as start codes:  ATTEC EVENT CODE General Description 5010 COMPLAINT FILED-PROSECUTOR 5011 COMPLAINT FILED-UNIFORM CITATION  DUIAS-15 In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16 When the system recognizes a 00 disposition code, it shall disregard the previously				
28-692A3   28-692A4   28-692B   28-692I (letter I)   28-692L   28-692L   28-692M   28-692O   28-692P				
28-692A4   28-692B   28-692L   (letter I)   28-692L   28-692M   28-692O   28-692P				
28-692B   28-692I (letter I)   28-692L   28-692M   28-692P     DUIAS-12   The system shall recognize the filing date as the date associated with the start code.    DUIAS-13   The system shall recognize only the following as start codes:     AZTEC EVENT CODE   General Description				
28-692l (letter I)   28-692L     28-692M     28-692D				
28-692N   28-692P				
28-692M   28-692P				
DUIAS-12  The system shall recognize the filing date as the date associated with the start code.  The system shall recognize only the following as start codes:  AZTEC EVENT CODE  Sol1  COMPLAINT FILED-PROSECUTOR  CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
DUIAS-12  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  AZTEC EVENT CODE  5010  COMPLAINT FILED-PROSECUTOR  5011  COMPLAINT FILED-UNIFORM CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
DUIAS-13  The system shall recognize the filing date as the date associated with the start code.  DUIAS-13  The system shall recognize only the following as start codes:  AZTEC EVENT CODE  Solo  COMPLAINT FILED-PROSECUTOR  Sol1  COMPLAINT FILED-UNIFORM  CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
DUIAS-13  The system shall recognize only the following as start codes:  AZTEC EVENT CODE  Solo  COMPLAINT FILED-PROSECUTOR  SOl1  COMPLAINT FILED-UNIFORM  CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously				
AZTEC EVENT CODE  5010  COMPLAINT FILED-PROSECUTOR  5011  COMPLAINT FILED-UNIFORM  CITATION  DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously	DUIAS-12	The system shall recognize the filing	date as the date associated with the start code.	
DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously	DUIAS-13			
DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously		AZTEC EVENT CODE	General Description	
DUIAS-14  The system shall recognize the result date as the date associated with the stop code.  DUIAS-15  In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16  When the system recognizes a 00 disposition code, it shall disregard the previously		5010	COMPLAINT FILED-PROSECUTOR	
DUIAS-14 The system shall recognize the result date as the date associated with the stop code.  DUIAS-15 In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16 When the system recognizes a 00 disposition code, it shall disregard the previously		5011	COMPLAINT FILED-UNIFORM	
DUIAS-15 In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16 When the system recognizes a 00 disposition code, it shall disregard the previously			CITATION	
DUIAS-15 In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16 When the system recognizes a 00 disposition code, it shall disregard the previously				
DUIAS-15 In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16 When the system recognizes a 00 disposition code, it shall disregard the previously	DUIAS-14	The system shall recognize the result date as the date associated with the stop code.		
system shall end time calculation on the date of the first final disposition unless immediately followed by a 00.  DUIAS-16 When the system recognizes a 00 disposition code, it shall disregard the previously	DUIAS-15		•	
immediately followed by a 00.  DUIAS-16 When the system recognizes a 00 disposition code, it shall disregard the previously				
entered stop code.	DUIAS-16	When the system recognizes a 00 dis	position code, it shall disregard the previously	
		entered stop code.		

DUI: Age of	f Active Pending Caseload Summary Report		
Requirement ID #	Functional Requirements Description		
DUIAS-17	The system shall recognize only the following as stop codes:		
	AZTEC DISPOSTION CODE	General Description	
	10	PLEA GUILTY/RESP SENT/SUSPEND	
	11	PLEA GUILTY/RESP SENT/IMPOSED	
	12	BAIL /DEPOSIT GIVEN/FORFEITED	
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND	
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED	
	22	JDGMT GUILTY/RESP BAIL TO FINE	
	30	JDGMT ACQUITTAL/NOT RESP	
	43	COMPL DISMISSED BY COURT	
	44	COMPL DISMISSED CTY ATTY	
	45	COMPL DISMISSED BY OFFICER	
	54	NRVC SUSPENSION	
	58	FTA CIVIL; LICENSE SUSPENDED	
	63	DEF TO ANOTHER COURT FOR PROS	
	64	DEF TO ANOTHER COURT FOR PROS	
	65	DEF TO ANOTHER OFFCER FOR PROS	
	67	CHARGE AMENDED Sequence	
	71	COURT PURGE	
	76	SET ASIDE PURSUANT TO 13-907	
	90	DEFENSIVE DRIVING/DISM NO MVD	
	91	GUILTY/RESPONSIBLE/NO MVD RPT	
	99	TRAFFIC OTHER/NO MVD RPT	
	AC	ACQUITTED/NOT GUILTY	
	AF	APPEAL AFFIRMED	
	CD	COURT DISMISSAL	
	D1	COURT DISMISSAL WITH PREJUDICE	
	D2	COURT DISMISSAL W/O PREJUDICE	
	D3	OTHER DISMISSAL WITH PREJUDICE	
	D4	OTHER DISMISSAL W/O PREJUDICE	
	GG	GUILTY	
	GI	GUILTY BUT INSANE	
	M2	SUPERVENING INDICTMENT	
	M3	BOUND OVER TO SUPERIOR COURT	
	M4	CERTIFIED TO MISDEMEANOR	
	M5	NO PROBABLE CAUSE	
	NF	NO COMPLAINT FILED	
	NP	NOLO CONTENDERE PLEA	
	NR	NOT REFERRED FOR PROSECUTION	

	f Active Pending Caseload Sun		
Requirement	Functional Requirements Description		
ID#			
	РО	PLEA TO OTHER CHARGES	
	R1	REMANDED TO ANOTHER COURT	
	RI	NOT RESPONSIBLE/REASON INSANE	
	T1	TRANSFER- CHANGE OF VENUE	
	T2	TRANSFER- CHANGE JURISDICTION	
	T3	TRANSFER- BRANCH COURT	
	T4	TRANSFER- REASSIGN JUVCOURT	
	T7	FUGITIVE EXTRADICTED	
	T8	FUGITIVE NOT EXTRADICTED	
	Z1	OTHER DISPOSITION	
	included on the report.		
DUIAS-18	When the system recognizes a 00 disposition code, it shall disregard the previously entered stop code.		
DUIAS-19	The system shall calculate the Total Active Days as follows:		
	Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days		
DUIAS-20	See Excluded Time ET-01 thru ET-09 above to calculate Excluded Days.		
DUIAS-21	The report shall show the total number of active cases, and the Total Active Days determines in which of the following column categories they should be counted:  1. 0-30 days 2. 31-60 days 3. 61-90 days 4. 91-120 days		
	5. 121-150 days		
	<ul><li>6. 151-180 days</li><li>7. 181-210 days</li></ul>		
	8. 211-270 days		
	9. 271+ days		
	10. Totals		
DUIAS-22	following column categories:	age of total" active cases that fall into the	
	1. 0-30 days		

DUI: Age of	Active Pending Caseload Summary Report
Requirement ID #	Functional Requirements Description
	<ol> <li>31-60 days</li> <li>61-90 days</li> <li>91-120 days</li> <li>121-150 days</li> <li>151-180 days</li> <li>181-210 days</li> <li>211-270 days</li> <li>271+ days</li> <li>Totals (equals 100%)</li> </ol>
DUIAS-23	The "percentage of total" row for each column shall be calculated by dividing the number of cases relevant to that cell by the total number of cases.
DUIAS-24	The system shall show data from the beginning of time to the day the report is run by the user. There should not be a date range option available, the report is a snapshot in time. All cases that are active as of the date the report is run should appear.
DUIAS-25	The report shall show the total number of cases that are active on the day the report is run by the user.

## **Criminal Misdemeanor Reporting**

**Criminal Misdemeanor** – "Misdemeanor" means an offense for which a sentence of a term of imprisonment other than to the custody of the state department of corrections is authorized by any law of this state. The maximum term of imprisonment is six months, and the maximum fine amount is \$2,500. This standard also includes criminal traffic. ARS § 28-121(A) states that the violation of the provisions in Title 28 are class 2 misdemeanors. This does not apply to chapters 3, 5, 7, or 8, or chapter 9, article 4 of this title.

The following first and second tiers are final but will be re-visited by the Steering Committee:

75% within 60 days 90% within 90 days 98% within 180 days

- ✓ Criminal traffic cases are included.
- ✓ Criminal local ordinances cases are included.
- ✓ Petty offenses are included.
- ✓ DUI cases are excluded; these cases have separate case processing standards.

Measurement: Filing of complaint through disposition (e.g., dismissal, acquittal, or judgment and

sentencing).

**Excluded Time:** The following time will be excluded from measurement: warrant time, Rule 11

competency issues, pre-adjudication diversions, specialty courts/ programs, and

pre-adjudication special action/appeals.

Criminal Misdemeanor: Time to Disposition Detailed Report		
Requirement	Functional Requirements Description	
ID#		
	See <u>Exhibit 10</u> for report mockup	
CMDD-01	This report shall be generated as a Crystal Report, and the user may decide to export	
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft	
	Excel, Microsoft Word, Rich Text, or Plain Text format.	
CMDD-02	The report shall display to the user the following column titles from left to right:	
	1. Case Number	
	2. Filing Date	
	3. Defendant's Name and Charges	
	4. Judge	
	5. Disposition	
	6. Disposition Date	
	7. Days to Disposition	
	8. Excluded Days	

Limited Jurisdiction Time Standards Reporting Requirements

Author: Jon Reeves/ Summer Dalton / Cindy Cook/Michelle Dunivan/Jennifer Mesquita/Marretta Mathes

Rev. Date: March 22, 2018

Requirement	Functional Requirements Description		
ID#			
	9. Total Active Days to Disposition		
CMDD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and		
	then numerically by case number.		
CMDD-04	In the header of the report the following language shall be displayed:		
	Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days		
CMDD-05	The columns of the report shall be populated with the corresponding data from the		
	case management system.		
CMDD-06	This report shall only capture cases that		
	have been designated as Criminal Misdemeanor cases		
	AND		
	have a final disposition (Stop Code) entered on them     AND		
	3. the final disposition (stop code) shall not be immediately followed by a		
	disposition code of 00		
	disposition code of oo		
	Note: a disposition code of "00" indicates that the previous disposition was entered in		
	error.		
CMDD-07	The system shall start recording time when a criminal misdemeanor complaint is filed		
	(filing date).		
CMDD-08	The system shall recognize a case as a criminal misdemeanor when any criminal		
	misdemeanor charge is filed, with the <b>EXCEPTION</b> of the following, as they shall be		
	counted on the DUI report:		
	CHARCE CORE		
	CHARGE CODE		
	28-1381A1		
	28-1381A2		
	28-1381A3 28-1381A4		
	28-1382A		
	28-1382A1		
	28-1382A2		
	28-692		
	28-692A		
	28-692A1		
	28-692A2		
	28-692A3		
	28-692A4		
	28-692B		
	28-692I (letter I)		
	, <u> </u>		

Requirement	Functional Requirements Description		
ID #	Tunctional Requirements Description		
	28-692M		
	28-6920		
	28-692P		
CMDD-09	Post-adjudication warrant charges have presented a problem to the existing criminal misdemeanor reports for the following reasons:  • The criminal misdemeanor reports only track the charges based on the last disposition in the case.  • The filing of a new charge for a warrant restarts the clock for time to disposition. This impacts the Criminal Misdemeanor Time to Disposition Reports.  • Entry of the new charge code opens the case again and impacts the Age of Active Pending Reports. The case still appears on the report		
	although the initial charges have been disposed.  Based on the reasons stated above, pre and post-adjudication warrant charges must be excluded when calculating time to disposition and age of active pending. The following charges should appear on this report, but should be excluded from time calculations:  13-2506  13-2506(A)  13-2506(A)(1)  13-2506(B)  13-2507  13-2507(A)  13-2507(B)  12-863  12-863  12-863(B)  13-2810  13-2810(A)  13-2810(A)(2)  13-2810(B)  13-3904  13-3904(A)		
CMDD-10	The system shall recognize the filing date as the date associated with the start code.		
CMDD-11	The system shall recognize only the f		
	AZTEC EVENT CODE	General Description	
	5010	COMPLAINT FILED-PROSECUTOR	
	5011	COMPLAINT FILED-UNIFORM	
		CITATION	

Requirement	Functional Requirements Description		
ID #	Functional Requirements Description		
# טו			
CMDD-12	The system shall recognize the re	esult date as the date associated with the stop code.	
CMDD-13	The report shall display all the ch	arges on the case.	
CMDD-14	In the instance that more than or	ne qualifying stop code is entered on a case, the	
	system shall end time calculation	on the date of the first final disposition unless	
	immediately followed by a 00.		
CMDD-15	When the system recognizes a 00	O disposition code, it shall disregard the previously	
	entered stop code.		
CMDD-16	All charges in a case must have a	final disposition. The disposition date associated	
	with the last charge to receive a	final disposition shall be used to calculate time.	
CMDD-17	The system shall recognize only t	he following as stop codes:	
	AZTEC DISPOSTION CODE	General Description	
	10	PLEA GUILTY/RESP SENT/SUSPEND	
	11	PLEA GUILTY/RESP SENT/IMPOSED	
	12	BAIL /DEPOSIT GIVEN/FORFEITED	
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND	
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED	
	22	JDGMT GUILTY/RESP BAIL TO FINE	
	30	JDGMT ACQUITTAL/NOT RESP	
	43	COMPL DISMISSED BY COURT	
	44	COMPL DISMISSED CTY ATTY	
	45	COMPL DISMISSED BY OFFICER	
	54	NRVC SUSPENSION	
	58	FTA CIVIL; LICENSE SUSPENDED	
	63	DEF TO ANOTHER COURT FOR PROS	
	64	DEF TO ANOTHER COURT FOR PROS	
	65	DEF TO ANOTHER OFFCER FOR PROS	
	67	CHARGE AMENDED Sequence	
	71	COURT PURGE	
	76	SET ASIDE PURSUANT TO 13-907	
	90	DEFENSIVE DRIVING/DISM NO MVD	
	91	GUILTY/RESPONSIBLE/NO MVD RPT	
	99	TRAFFIC OTHER/NO MVD RPT	
	AC	ACQUITTED/NOT GUILTY	
	AF	APPEAL AFFIRMED	
	CD	COURT DISMISSAL	
	D1	COURT DISMISSAL WITH PREJUDICE	
	D2	COURT DISMISSAL W/O PREJUDICE	
	D3	OTHER DISMISSAL WITH PREJUDICE	

Requirement ID#	Functional Requirements D	escription				
	D4	OTHER DISMISSAL W/O PREJUDICE				
	GG	GUILTY				
	GI	GUILTY BUT INSANE				
	M2	SUPERVENING INDICTMENT				
	M3	BOUND OVER TO SUPERIOR COURT				
	M4	CERTIFIED TO MISDEMEANOR				
	M5	NO PROBABLE CAUSE				
	NF	NO COMPLAINT FILED				
	NP	NOLO CONTENDERE PLEA				
	NR	NOT REFERRED FOR PROSECUTION				
	PO	PLEA TO OTHER CHARGES				
	R1	REMANDED TO ANOTHER COURT				
	RI	NOT RESPONSIBLE/REASON INSANE				
	T1	TRANSFER- CHANGE OF VENUE				
	T2	TRANSFER- CHANGE JURISDICTION				
	T3	TRANSFER- BRANCH COURT				
	T4	TRANSFER- REASSIGN JUVCOURT				
	T7	FUGITIVE EXTRADICTED				
	T8	FUGITIVE NOT EXTRADICTED				
	Z1	OTHER DISPOSITION				
CMDD-18	The system shall calculate the Total Active Days to Disposition as follows:					
	[Result Date (Stop Code) - Filing Date (Start Code)] - Excluded Time = Total Active					
	Days to Disposition					
CMDD-19		ru ET-09 above to calculate Excluded Days.				
CMDD-20		eport to be run by a user for a selected date range to displa				
	cases with a result within th					
CMDD-21		y the case parties if a case is sealed. Instead populate the				
	case party name fields with	text 'SEALED'.				

Requirement	sdemeanor: Time to Disposition Summary Report  Functional Requirements Description			
ID#	Functional Requirements Description			
	See Exhibit 11 for report mockup			
CMDS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.			
CMDS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.			
CMDS-03	The report shall display to the user the following column titles from left to right:  1. 0-60 days 2. 61-90 days 3. 91-10 days 4. 181+ days 5. Totals			
CMDS-04	In the header of the report the following language shall be displayed: Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days			
CMDS-05	The report shall display to the user the following row titles from top to bottom:  1. Number of cases 2. Percentage of Total 3. Cumulative Percentage			
CMDS-06	This report shall only capture cases that  1. have been designated as Criminal Misdemeanor cases AND  2. have a final disposition (Stop Code) entered on them AND  3. the final disposition (stop code) shall not be immediately followed by a disposition code of 00  Note: a disposition code of "00" indicates that the previous disposition was entered in			
CMDS-07	error.  The system shall start recording time when a criminal misdemeanor complaint is filed (filing date).			
CMDS-08	The system shall recognize a case as a criminal misdemeanor when any criminal misdemeanor charge is filed, with the <b>EXCEPTION</b> of the following, as they shall be counted on the DUI report:			
	<b>CHARGE CODE</b> 28-1381A1			

Requirement	sdemeanor: Time to Disposition Summary Report  Functional Requirements Description
ID#	
	28-1381A2
	28-1381A3
	28-1381A4
	28-1382A
	28-1382A1
	28-1382A2
	28-692
	28-692A
	28-692A1
	28-692A2
	28-692A3
	28-692A4
	28-692B
	28-692I (letter I)
	28-692L
	28-692M
	28-6920
	28-692P
CMDS-09	Post-adjudication warrant charges have presented a problem to the existing criminal misdemeanor reports for the following reasons:  • The criminal misdemeanor reports only track the charges based on the last disposition in the case.  • The filing of a new charge for a warrant restarts the clock for time to disposition. This impacts the Criminal Misdemeanor Time to Disposition Reports.  • Entry of the new charge code opens the case again and impacts the Age of Active Pending Reports. The case still appears on the report although the initial charges have been disposed.
	Based on the reasons stated above, pre and post-adjudication warrant charges must be excluded when calculating time to disposition and age of active pending. The following charges should appear on this report, but should be excluded from time calculations:  • 13-2506  • 13-2506(A)  • 13-2506(A)(2)  • 13-2506(B)  • 13-2507  • 13-2507(A)

Requirement	Functional Requirements Description						
ID#							
	• 13-2507(B)						
	• 12-863						
	• 12-863(A)						
	• 12-863(B)						
	• 13-2810						
	• 13-2810(A)						
	• 13-2810(A)(2)						
	• 13-2810(B)						
	• 13-3904						
	• 13-3904(A)						
CMDS-10	The system shall recognize the fil	ing date as the date associated with the start code.					
CMDS-11	The system shall recognize only t	he following as start codes:					
	AZTEC EVENT CODE	General Description					
	5010	COMPLAINT FILED-PROSECUTOR					
	5011	COMPLAINT FILED-UNIFORM					
		CITATION					
CMDS-12	The system shall recognize the re	esult date as the date associated with the stop code.					
CMDS-13	In the instance that more than or	ne qualifying stop code is entered on a case, the					
	system shall end time calculation on the date of the first final disposition unless						
	immediately followed by a 00.						
CMDS-14	,	disposition code, it shall disregard the previously					
	entered stop code.						
CMDS-15	1	final disposition. The disposition date associated					
		final disposition shall be used to calculate time.					
CMDS-16	The system shall recognize only t						
	AZTEC DISPOSTION CODE	General Description					
	10	PLEA GUILTY/RESP SENT/SUSPEND					
	11	PLEA GUILTY/RESP SENT/IMPOSED					
	12	BAIL /DEPOSIT GIVEN/FORFEITED					
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND					
	21	JDGMT GUILTY/RESP SENTENCE IMPOSED					
	22 JDGMT GUILTY/RESP BAIL TO FINE						
	30 JDGMT ACQUITTAL/NOT RESP						
	43 COMPL DISMISSED BY COURT						
	44 COMPL DISMISSED CTY ATTY						
	45	COMPL DISMISSED BY OFFICER					
	54	NRVC SUSPENSION					
	58	FTA CIVIL; LICENSE SUSPENDED					
	63	DEF TO ANOTHER COURT FOR PROS					
	64	DEF TO ANOTHER COURT FOR PROS					

Requirement D #	Functional Requirements Description				
π	65	DEF TO ANOTHER OFFCER FOR PROS			
	67	CHARGE AMENDED Sequence			
	71	COURT PURGE			
	76	SET ASIDE PURSUANT TO 13-907			
	90	DEFENSIVE DRIVING/DISM NO MVD			
	91	GUILTY/RESPONSIBLE/NO MVD RPT			
	99	TRAFFIC OTHER/NO MVD RPT			
	AC	ACQUITTED/NOT GUILTY			
	AF	APPEAL AFFIRMED			
	CD	COURT DISMISSAL			
	D1	COURT DISMISSAL WITH PREJUDICE			
	D2	COURT DISMISSAL W/O PREJUDICE			
	D3	OTHER DISMISSAL WITH PREJUDICE			
	D4	OTHER DISMISSAL W/O PREJUDICE			
	GG	GUILTY			
	GI	GUILTY BUT INSANE			
	M2	SUPERVENING INDICTMENT			
	M3	BOUND OVER TO SUPERIOR COURT			
	M4	CERTIFIED TO MISDEMEANOR			
	M5	NO PROBABLE CAUSE			
	NF	NO COMPLAINT FILED			
	NP	NOLO CONTENDERE PLEA			
	NR	NOT REFERRED FOR PROSECUTION			
	PO	PLEA TO OTHER CHARGES			
	R1	REMANDED TO ANOTHER COURT			
	RI	NOT RESPONSIBLE/REASON INSANE			
	T1	TRANSFER- CHANGE OF VENUE			
	T2	TRANSFER- CHANGE JURISDICTION			
	T3	TRANSFER- BRANCH COURT			
	T4	TRANSFER- REASSIGN JUVCOURT			
	T7	FUGITIVE EXTRADICTED			
	T8	FUGITIVE NOT EXTRADICTED			
	<b>Z1</b>	OTHER DISPOSITION			
MDS-17	,	he Total Active Days to Disposition as follows:  Action Date (Start Code)] – Excluded Time = Total Ac			
	Days to Disposition	, ,			

Requirement		sdemeanor: Time to Disposition Summary Report  Functional Requirements Description							
ID#									
CMDS-19	The report s Disposition counted:					-			-
	1. 0-60	) davs							
	2. 61-9	-	S						
	3. 91-1	,							
	4. 181	+ days							
	5. Tota	ıls							
CMDS-20	The report	shall s	show th	e "percen	tage of tot	al" cases	dispose	d that fall i	nto the
	following co	lumn	categori	es:					
	1. 0-60	) days							
	2. 61-9	-	S						
	3. 91-1		•						
		4. 181+ days							
	5. Tota	ils (eq	uals 100	%)					
CMDS-21	The "percer	_						-	ling the
CNADC 22	number of c								
CMDS-23	The report shall show the "cumulative percentage" of cases disposed that fall into the								
	following column categories:  1. 0-60 days								
	2. 61-90 days								
	3. 91-180 days								
	4. 181+ days								
	5. Tota	ıls (eq	uals 100	%)					
CMDS-24	The "cumula	ative p	ercenta	ge" row fo	r each colur	nn shall l	oe calcula	ated by addi	ng all of
	the numbers for each category up until that point, working from left to right, and then								
	dividing that	dividing that subtotal by the total number of cases.							
	For example		ı	1		1		1	1
	DAYS	0-	31-60	61-90	91-120	121-	151-	181+Days	Totals
		30				150	180		
	Number of cases	5	7	6	4	3	2	0	27
	Percentage	19%	26%	22%	15%	11%	7%	0%	

Criminal Misdemeanor: Time to Disposition Summary Report									
Requirement	Functional R	equire	ements D	escription					
ID#									
	Cumulative percentage	19%	44%	67%	81%	93%	100%	100%	
	5+7 =12 divi	ded by	y 27 equa	ıls a cumula	tive perce	ent of 44%			
CMDS-25	The system :			•	•		selected	date range	to

Requirement	Functional Requirements Description
ID#	
	See <u>Exhibit 12</u> for report mockup
CMAD-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
CMAD-02	The report shall display to the user the following column titles from left to right:  1. Case Number 2. Filing Date 3. Defendant's Name and Charges 4. Judge 5. Next Hearing Type 6. Next Hearing Date 7. Days Pending 8. Excluded Time 9. Total Active Days
CMAD-03	In the header of the report the following language shall be displayed: Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days
CMAD-04	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and then numerically by case number.
CMAD-05	The columns of the report shall be populated with the corresponding data from the case management system.
CMAD-06	On the column titled "Next Hearing Date", the report shall show the first future hearing date after the current date.
CMAD-07	On the column titled "Next Hearing Date", the report shall show the highest numbe sequence if there are multiple sequences on the same date and time.
CMAD-08	This report shall only capture cases that  1. have been designated as criminal misdemeanor cases AND  2. do <b>NOT</b> have a stop code entered on them OR have a stop code but the stop code is immediately followed by a disposition code of 00 and no other stop code exists  Note: a disposition code of "00" indicates that the previous disposition was entered in
	error.
CMAD-09	The system shall start recording time when a criminal misdemeanor complaint is file (filing date).

Criminal Mi	sdemeanor: Age of Active Pending Caseload Detailed Report				
Requirement	Functional Requirements Description				
ID#					
CMAD-10	The system shall recognize a case as a criminal misdemeanor when any criminal misdemeanor charge is filed, with the <b>EXCEPTION</b> of the following, as they shall be counted on the DUI report:				
	CHARGE CODE				
	28-1381A1				
	28-1381A2				
	28-1381A3				
	28-1381A4				
	28-1382A				
	28-1382A1				
	28-1382A2				
	28-692				
	28-692A				
	28-692A1				
	28-692A2				
	28-692A3				
	28-692A4				
	28-692B				
	28-692I (letter I)				
	28-692L				
	28-692M				
	28-6920				
	28-692P				
CMAD-11	Post-adjudication warrant charges have presented a problem to the existing criminal				
	misdemeanor reports for the following reasons:				
	The criminal misdemeanor reports only track the charges based on the				
	last disposition in the case.				
	<ul> <li>The filing of a new charge for a warrant restarts the clock for time to disposition. This impacts the Criminal Misdemeanor Time to Disposition Reports.</li> </ul>				
	<ul> <li>Entry of the new charge code opens the case again and impacts the Age of Active Pending Reports. The case still appears on the report although the initial charges have been disposed.</li> </ul>				
	Based on the reasons stated above, pre and post-adjudication warrant charges must be excluded when calculating time to disposition and age of active pending. The following charges should appear on this report, but should be excluded from time calculations:  • 13-2506  • 13-2506(A)				

Requirement	Functional Requirements Descrip	Pending Caseload Detailed Report		
ID#	T another in requirements Beschip			
	• 13-2506(A)(1)			
	• 13-2506(A)(2)			
	• 13-2506(B)			
	• 13-2507			
	• 13-2507(A)			
	• 13-2507(B)			
	• 12-863			
	• 12-863(A)			
	• 12-863(B)			
	• 13-2810			
	• 13-2810(A)			
	• 13-2810(A)(2)			
	• 13-2810(B)			
	• 13-3904			
	13-3904(A)			
CMAD-12		ling date as the date associated with the start code.		
CMAD-13	The system shall recognize only t			
	AZTEC EVENT CODE	General Description		
	5010	COMPLAINT FILED-PROSECUTOR		
	5011	COMPLAINT FILED-UNIFORM		
C144 D 44		CITATION		
CMAD-15		esult date as the date associated with the stop code.		
CMAD-15	The system shall recognize only t	·		
	AZTEC DISPOSTION CODE	General Description		
	10	PLEA GUILTY/RESP SENT/SUSPEND PLEA GUILTY/RESP SENT/IMPOSED		
	11 12	BAIL /DEPOSIT GIVEN/FORFEITED		
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND		
	21	JDGMT GUILTY/RESP SENTENCE SUSPEND  JDGMT GUILTY/RESP SENTENCE IMPOSED		
	22	JDGMT GUILTY/RESP BAIL TO FINE		
	30	JDGMT ACQUITTAL/NOT RESP		
	43	COMPL DISMISSED BY COURT		
	43 COMPL DISMISSED BY COURT  44 COMPL DISMISSED CTY ATTY			
	45 COMPL DISMISSED CIT ATTY  45 COMPL DISMISSED BY OFFICER			
	54	NRVC SUSPENSION		
	58	FTA CIVIL; LICENSE SUSPENDED		
	63	DEF TO ANOTHER COURT FOR PROS		
	64	DEF TO ANOTHER COURT FOR PROS		
		, , ,		

67	CHARGE AMENDED Sequence
71	COURT PURGE
76	SET ASIDE PURSUANT TO 13-907
90	DEFENSIVE DRIVING/DISM NO MVD
91	GUILTY/RESPONSIBLE/NO MVD RPT
99	TRAFFIC OTHER/NO MVD RPT
AC	ACQUITTED/NOT GUILTY
AF	APPEAL AFFIRMED
CD	COURT DISMISSAL
D1	COURT DISMISSAL WITH PREJUDICE
D2	COURT DISMISSAL W/O PREJUDICE
D3	OTHER DISMISSAL WITH PREJUDICE
D4	OTHER DISMISSAL W/O PREJUDICE
GG	GUILTY
GI	GUILTY BUT INSANE
M2	SUPERVENING INDICTMENT
M3	BOUND OVER TO SUPERIOR COURT
M4	CERTIFIED TO MISDEMEANOR
M5	NO PROBABLE CAUSE
NF	NO COMPLAINT FILED
NP	NOLO CONTENDERE PLEA
NR	NOT REFERRED FOR PROSECUTION
PO	PLEA TO OTHER CHARGES
R1	REMANDED TO ANOTHER COURT
RI	NOT RESPONSIBLE/REASON INSANE
T1	TRANSFER- CHANGE OF VENUE
T2	TRANSFER- CHANGE JURISDICTION
Т3	TRANSFER- BRANCH COURT
T4	TRANSFER- REASSIGN JUVCOURT
T7	FUGITIVE EXTRADICTED
T8	FUGITIVE NOT EXTRADICTED
Z1	OTHER DISPOSITION
Note: The system shall included on the report.	recognize that if there is a stop code, the case should

Criminal Mi	sdemeanor: Age of Active Pending Caseload Detailed Report
Requirement ID #	Functional Requirements Description
CMAD-16	When the system recognizes a 00 disposition code, it shall disregard the previously entered stop code.
CMAD-17	The system shall calculate the Total Active Days as follows:  Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days
CMAD-18	See Excluded Time ET-01 thru ET-09 above to calculate Excluded Days.
CMAD-19	The system shall allow this report to be run by a user for a selected date range to display cases filed within the selected date range. When entering parameters, text shall display stating "To display all active pending cases, use a start date of 1/1/1900."
CMAD-20	The report shall show the total number of cases that are active on the day the report is run by the user for the filing date range selected.
CMAD-21	The report shall not display the case parties if a case is sealed. Instead populate the case party name fields with text 'SEALED'.

Criminal Misdemeanor: Age of Active Pending Caseload Summary Report			
Requirement	Functional Requirements Description		
ID#			
See Exhibit 13 for report mockup			
CMAS-01 This report shall be generated as a Crystal Report, and the user may decid			
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft		
	Excel, Microsoft Word, Rich Text, or Plain Text format.		
CMAS-02	The summary reports should be calculating based on the data pulled into the detail		
	report. As such, their accuracy and value depends on the accuracy of the data pulled		
	into the detailed report.		

Requirement	isdemeanor: Age of Active Pending Caseload Summary Report  Functional Requirements Description		
ID#			
CMAS-03	The report shall display to the user the following column titles from left to right:  1. 0-60 days  2. 61-90 days  3. 91-180 days		
	4. 181+ days 5. Totals		
CMAS-04	In the header of the report the following language shall be displayed: Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days		
CMAS-05	The report shall display to the user the following row titles from top to bottom:  1. Number of Cases 2. Percentage of Total 3. Cumulative Percentage		
CMAS-06	The columns of the report shall be populated with the corresponding data from the case management system.		
CMAS-07	This report shall only capture cases that  1. have been designated as criminal misdemeanor cases AND  2. do NOT have a stop code entered on them OR have a stop code but the stop code is immediately followed by a disposition code of 00 and no other stop code exists		
	Note: a disposition code of "00" indicates that the previous disposition was entered in error.		
CMAS-08	The system shall start recording time when a criminal misdemeanor complaint is filed (filing date).		
CMAS-09	The system shall recognize a case as a criminal misdemeanor when any criminal misdemeanor charge is filed, with the <b>EXCEPTION</b> of the following, as they shall be counted on the DUI report:		
	CHARGE CODE         28-1381A1         28-1381A2         28-1381A3         28-1381A4         28-1382A		

Criminal Misdemeanor: Age of Active Pending Caseload Summary Report				
Requirement	Functional Requirements Description			
ID#				
	28-1382A2			
	28-692			
	28-692A			
	28-692A1			
	28-692A2			
	28-692A3			
	28-692A4			
	28-692B			
	28-692I (letter I)			
	28-692L			
	28-692M			
	28-6920			
	28-692P			
	Post-adjudication warrant charges have presented a problem to the existing crimina			
	misdemeanor reports for the following reasons:  • The criminal misdemeanor reports only track the charges based on the			
	last disposition in the case.			
	<ul> <li>The filing of a new charge for a warrant restarts the clock for time to disposition. This impacts the Criminal Misdemeanor Time to</li> </ul>			
	Disposition Reports.			
	<ul> <li>Entry of the new charge code opens the case again and impacts the</li> </ul>			
	_	ng Reports. The case still appears on the report		
	although the initial c	harges have been disposed.		
	Based on the reasons stated above, pre and post-adjudication warrant charges must be excluded when calculating time to disposition and age of active pending. The following charges should appear on this report, but should be excluded from time			
	calculations:			
	• 13-2506			
	<ul><li>13-2506(A)</li><li>13-2506(A)(1)</li></ul>			
	• 13-2506(A)(2)			
	• 13-2506(B)			
	• 13-2507			
	• 13-2507(A)			
	• 13-2507(B)			
	• 12-863			
	<ul><li>12-863(A)</li><li>12-863(B)</li></ul>			
	• 13-2810			

Requirement	Functional Requirements Descrip	otion					
ID#	- 12 2010(1)						
	• 13-2810(A)						
	• 13-2810(A)(2)						
	• 13-2810(B)						
	• 13-3904 13-3904(A)						
CMAS-10	` '	ling date as the date associated with the start coo					
CMAS-10	The system shall recognize only	•					
CIVIAS-11	AZTEC EVENT CODE	General Description					
	5010	COMPLAINT FILED-PROSECUTOR					
	5011	COMPLAINT FILED-UNIFORM					
		CITATION					
CMAS-12	The system shall recognize the re	The system shall recognize the result date as the date associated with the stop coor.  The system shall recognize only the following as stop codes:					
CMAS-13	•	•					
0.7.7.13 13	AZTEC DISPOSTION CODE	General Description					
	10	PLEA GUILTY/RESP SENT/SUSPEND					
	11	PLEA GUILTY/RESP SENT/IMPOSED					
	12	BAIL /DEPOSIT GIVEN/FORFEITED					
	20	JDGMT GUILTY/RESP SENTENCE SUSPEND					
	21	JDGMT GUILTY/RESP SENTENCE IMPOSE					
	22	JDGMT GUILTY/RESP BAIL TO FINE					
	30	JDGMT ACQUITTAL/NOT RESP					
	43	COMPL DISMISSED BY COURT					
	44	COMPL DISMISSED CTY ATTY					
	45	COMPL DISMISSED BY OFFICER					
	54	NRVC SUSPENSION					
	58	FTA CIVIL; LICENSE SUSPENDED					
	63	DEF TO ANOTHER COURT FOR PROS					
	64 DEF TO ANOTHER COURT FOR PROS						
	65 DEF TO ANOTHER OFFCER FOR PROS						
	67 CHARGE AMENDED Sequence						
	71	COURT PURGE					
	76 SET ASIDE PURSUANT TO 13-907						
	90 DEFENSIVE DRIVING/DISM NO M						
	91	GUILTY/RESPONSIBLE/NO MVD RPT					
	99	TRAFFIC OTHER/NO MVD RPT					
	AC	ACQUITTED/NOT GUILTY					
	AF	APPEAL AFFIRMED					
	CD	COURT DISMISSAL					
	D1	COURT DISMISSAL WITH PREJUDICE					
	D2	COURT DISMISSAL W/O PREJUDICE					

D#  D3 OTHER DISMISSAL WITH PREJUDICE D4 OTHER DISMISSAL W/O PREJUDICE GG GUILTY GI GUILTY BUT INSANE M2 SUPERVENING INDICTMENT M3 BOUND OVER TO SUPERIOR COURT M4 CERTIFIED TO MISDEMEANOR M5 NO PROBABLE CAUSE NF NO COMPLAINT FILED NP NOLO CONTENDERE PLEA NR NOT REFERRED FOR PROSECUTION PO PLEA TO OTHER CHARGES R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- BRANCH COURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should no included on the report.	D3 OTHER DISMISSAL WITH PREJUDICE D4 OTHER DISMISSAL W/O PREJUDICE G6 GUILTY G1 GUILTY BUT INSANE M2 SUPERVENING INDICTMENT M3 BOUND OVER TO SUPERIOR COURT M4 CERTIFIED TO MISDEMEANOR M5 NO PROBABLE CAUSE NF NO COMPLAINT FILED NP NOLO CONTENDERE PLEA NR NOT REFERRED FOR PROSECUTION PO PLEA TO OTHER CHARGES R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- BRANCH COURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not	D3 OTHER DISMISSAL WITH PREJUDICE D4 OTHER DISMISSAL W/O PREJUDICE GG GUILTY GI GUILTY BUT INSANE M2 SUPERVENING INDICTMENT M3 BOUND OVER TO SUPERIOR COURT M4 CERTIFIED TO MISDEMEANOR M5 NO PROBABLE CAUSE NF NO COMPLAINT FILED NP NOLO CONTENDERE PLEA NR NOT REFERRED FOR PROSECUTION PO PLEA TO OTHER CHARGES R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not	equirement	Functional Requiremen	ts Description
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GI GUILTY BUT INSANE  M2 SUPERVENING INDICTMENT  M3 BOUND OVER TO SUPERIOR COURT  M4 CERTIFIED TO MISDEMEANOR  M5 NO PROBABLE CAUSE  NF NO COMPLAINT FILED  NP NOLO CONTENDERE PLEA  NR NOT REFERRED FOR PROSECUTION  PO PLEA TO OTHER CHARGES  R1 REMANDED TO ANOTHER COURT  RI NOT RESPONSIBLE/REASON INSANE  T1 TRANSFER- CHANGE OF VENUE  T2 TRANSFER- CHANGE JURISDICTION  T3 TRANSFER- BRANCH COURT  T4 TRANSFER- REASSIGN JUVCOURT  T7 FUGITIVE EXTRADICTED  T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should no	GI GUILTY BUT INSANE  M2 SUPERVENING INDICTMENT  M3 BOUND OVER TO SUPERIOR COURT  M4 CERTIFIED TO MISDEMEANOR  M5 NO PROBABLE CAUSE  NF NO COMPLAINT FILED  NP NOLO CONTENDERE PLEA  NR NOT REFERRED FOR PROSECUTION  PO PLEA TO OTHER CHARGES  R1 REMANDED TO ANOTHER COURT  RI NOT RESPONSIBLE/REASON INSANE  T1 TRANSFER- CHANGE OF VENUE  T2 TRANSFER- CHANGE JURISDICTION  T3 TRANSFER- BRANCH COURT  T4 TRANSFER- BRANCH COURT  T7 FUGITIVE EXTRADICTED  T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	GI GUILTY BUT INSANE  M2 SUPERVENING INDICTMENT  M3 BOUND OVER TO SUPERIOR COURT  M4 CERTIFIED TO MISDEMEANOR  M5 NO PROBABLE CAUSE  NF NO COMPLAINT FILED  NP NOLO CONTENDERE PLEA  NR NOT REFERRED FOR PROSECUTION  PO PLEA TO OTHER CHARGES  R1 REMANDED TO ANOTHER COURT  RI NOT RESPONSIBLE/REASON INSANE  T1 TRANSFER- CHANGE OF VENUE  T2 TRANSFER- CHANGE JURISDICTION  T3 TRANSFER- BRANCH COURT  T4 TRANSFER- REASSIGN JUVCOURT  T7 FUGITIVE EXTRADICTED  T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		D4	OTHER DISMISSAL W/O PREJUDICE
M2  SUPERVENING INDICTMENT  M3  BOUND OVER TO SUPERIOR COURT  M4  CERTIFIED TO MISDEMEANOR  M5  NO PROBABLE CAUSE  NF  NO COMPLAINT FILED  NP  NOLO CONTENDERE PLEA  NR  NOT REFERRED FOR PROSECUTION  PO  PLEA TO OTHER CHARGES  R1  REMANDED TO ANOTHER COURT  RI  NOT RESPONSIBLE/REASON INSANE  T1  TRANSFER- CHANGE OF VENUE  T2  TRANSFER- CHANGE JURISDICTION  T3  TRANSFER- BRANCH COURT  T4  TRANSFER- BRANCH COURT  T4  TRANSFER- REASSIGN JUVCOURT  T7  FUGITIVE EXTRADICTED  T8  FUGITIVE NOT EXTRADICTED  Z1  OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should no	M2  SUPERVENING INDICTMENT  M3  BOUND OVER TO SUPERIOR COURT  M4  CERTIFIED TO MISDEMEANOR  M5  NO PROBABLE CAUSE  NF  NO COMPLAINT FILED  NP  NOLO CONTENDERE PLEA  NR  NOT REFERRED FOR PROSECUTION  PO  PLEA TO OTHER CHARGES  R1  REMANDED TO ANOTHER COURT  RI  NOT RESPONSIBLE/REASON INSANE  T1  TRANSFER- CHANGE OF VENUE  T2  TRANSFER- CHANGE JURISDICTION  T3  TRANSFER- BRANCH COURT  T4  TRANSFER- REASSIGN JUVCOURT  T7  FUGITIVE EXTRADICTED  T8  FUGITIVE NOT EXTRADICTED  Z1  OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	M2  SUPERVENING INDICTMENT  M3  BOUND OVER TO SUPERIOR COURT  M4  CERTIFIED TO MISDEMEANOR  M5  NO PROBABLE CAUSE  NF  NO COMPLAINT FILED  NP  NOLO CONTENDERE PLEA  NR  NOT REFERRED FOR PROSECUTION  PO  PLEA TO OTHER CHARGES  R1  REMANDED TO ANOTHER COURT  RI  NOT RESPONSIBLE/REASON INSANE  T1  TRANSFER- CHANGE OF VENUE  T2  TRANSFER- CHANGE JURISDICTION  T3  TRANSFER- BRANCH COURT  T4  TRANSFER- REASSIGN JUVCOURT  T7  FUGITIVE EXTRADICTED  T8  FUGITIVE NOT EXTRADICTED  Z1  OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		GG	GUILTY
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PO PLEA TO OTHER CHARGES R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED T8 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	PO PLEA TO OTHER CHARGES R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	PO PLEA TO OTHER CHARGES R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		NP	NOLO CONTENDERE PLEA
R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not	R1 REMANDED TO ANOTHER COURT RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		NR	NOT REFERRED FOR PROSECUTION
RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED T9 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	RI NOT RESPONSIBLE/REASON INSANE T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED T8 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not		PO	PLEA TO OTHER CHARGES
T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED T8 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not	T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED T1 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not	T1 TRANSFER- CHANGE OF VENUE T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED T8 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not		R1	REMANDED TO ANOTHER COURT
T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T2 TRANSFER- CHANGE JURISDICTION T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		RI	NOT RESPONSIBLE/REASON INSANE
T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not	T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not	T3 TRANSFER- BRANCH COURT T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED Z1 OTHER DISPOSITION Note: The system shall recognize that if there is a stop code, the case should not		T1	TRANSFER- CHANGE OF VENUE
T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T4 TRANSFER- REASSIGN JUVCOURT T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		T2	TRANSFER- CHANGE JURISDICTION
T7 FUGITIVE EXTRADICTED  T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T7 FUGITIVE EXTRADICTED  T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T7 FUGITIVE EXTRADICTED T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		T3	TRANSFER- BRANCH COURT
T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	T8 FUGITIVE NOT EXTRADICTED  Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		T4	TRANSFER- REASSIGN JUVCOURT
Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not	Z1 OTHER DISPOSITION  Note: The system shall recognize that if there is a stop code, the case should not		T7	FUGITIVE EXTRADICTED
Note: The system shall recognize that if there is a stop code, the case should no	Note: The system shall recognize that if there is a stop code, the case should not	Note: The system shall recognize that if there is a stop code, the case should not		T8	FUGITIVE NOT EXTRADICTED
·	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		Z1	OTHER DISPOSITION
				included on the report.	
		lack			

C : 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	sdemeanor: Age of Active Pending Caseload Summary Report
Requirement ID #	Functional Requirements Description
1D #	
CMAS-14	When the system recognizes a 00 disposition code, it shall disregard the previously
	entered stop code.
CMAS-15	The system shall calculate the Total Active Days as follows:
	Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days
CMAS-16	See Excluded Time ET-01 thru ET-09 above to calculate Excluded Days.
CMAS-17	The system shall allow this report to be run by a user for a selected date range to display
	cases filed within the selected date range. When entering parameters, text shall display
	stating "To display all active pending cases, use a start date of 1/1/1900."
CMAS-18	The report shall show the total number of cases that are active on the day the report
CN 4 4 C 4 C	is run by the user based on the filing date range the user selected.
CMAS-19	The report shall show the total number of active cases, and the Total Active Days
	determines in which of the following column categories they should be counted:
	1. 0-60 days
	2. 61-90 days
	3. 91-180 days
	4. 181+ days
	5. Totals (equals 100%)
CMAS-20	The report shall show the "percentage of total" active cases that fall into the
	following column categories:
	1. 0-60 days
	2. 61-90 days
	3. 91-180 days
	4. 181+ days 5. Totals (equals 100%)
	5. Totals (equals 100%)
CMAS-21	The "percentage of total" row for each column shall be calculated by dividing the
J 15 21	number of cases relevant to that cell by the total number of cases.
CMAS-22	The report shall show the "cumulative percentage" of active cases that fall into the
	following column categories:

Criminal Mi Requirement ID #	Functional F					<u>oaa su</u>	mmary_	Keport	
	4. 181	90 day 180 da + days	ys	%)					
CMAS-23	The "cumula the number dividing tha For example DAYS	s for e t subto	ach cate	gory up un	til that poin	ıt, workir		•	•
	Number of cases	5	7	6	4	3	2	0	27
	Percentage of total	19%	26%	22%	15%	11%	7%	0%	
	Cumulative percentage	19%	44%	67%	81%	93%	100%	100%	
	5+7 =12 divi	ded b	y 27 equ	als a cumu	lative perce	nt of 449	· %.	•	•

# **Small Claims Reporting**

**Small Claims** – Small Claims cases are defined as cases filed in the justice court where a plaintiff is requesting a monetary award of up to \$3,500 in the enforcement or protection of a right or the redress or prevention of a wrong.

The following case processing time standard has been adopted for Small Claims cases in the justice courts by the Steering Committee:

75% within 100 days 90% within 150 days 98% within 180 days

- ✓ Evictions are not included.
- ✓ Injunctions are not included.

**Measurement:** Filing of complaint through disposition (e.g., dismissal or judgment).

**Excluded Time:** The following time will be excluded from measurement: bankruptcy and stays

granted pursuant to the Servicemembers Civil Relief Act.

Small Claim	s: Time to Disposition Detailed Report
Requirement ID #	Functional Requirements Description
	See Exhibit 14 for report mockup
SCDD-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
SCDD-02	The report shall display to the user the following column titles from left to right:  1. Case Number  2. Filing Date  3. Case Title  4. Judge  5. Disposition  6. Disposition Date  7. Days to Disposition  8. Excluded Days  9. Total Active Days
SCDD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and then numerically by case number.
SCDD-04	In the header of the report the following language shall be displayed: Standard: 75% within 100 days, 90% within 150 days, 98% within 180 days

Rev. Date: March 22, 2018

Requirement	Functional Requirements Descri	otion				
ID#	Tanotional Requirements Beson					
SCDD-05	The columns of the report shall	be populated with the corresponding da	ata from the			
	case management system.					
SCDD-06	This report shall only capture cases that					
	<ol> <li>have been designated as Small Claims cases</li> </ol>					
	AND					
	2. have a final disposition	(Stop Code) entered on them				
SCDD-07	The system shall start recording	ime when a small claims complaint is filed	(filing date)			
SCDD-08	The system shall recognize the f	ling date as the date associated with the	start code.			
SCDD-09	The system shall recognize only	the following as start codes:				
	AZTEC EVENT CODE	General Description				
	5918	PYMT: SMALL CLAIMS				
		COMPLAINT				
SCDD-10		esult date as the date associated with the	stop code.			
SCDD-11	The system shall recognize only	the following as stop codes:				
	AZTEC DISPOSITION CODE	General Description				
	C1	JDGMT/DECR/ORD CIV/DR				
	C2	JDGMT/DECR/ORD CIV/DR				
		DEFAULT				
	C3	JDGMT/DECR/ORD CIV/DR				
		SUM/DECL				
	C4	JDGMT/DECR/ORD CIV/DR				
		STIP/ACP				
	CD	COURT DISMISSAL				
	D1	COURT DISMISSAL WITH				
		PREJUDICE				
	D2	COURT DISMISSAL W/O				
		PREJUDICE				
	D3	OTHER DISMISSAL WITH				
		PREJUDICE				
	D4	OTHER DISMISSAL W/O				
		PREJUDICE				
SCDD-12	The "Disposition" column on t	he report shall display the disposition	code that i			
	associated with the stop code.					
SCDD-13	The system shall calculate the To	otal Active Days to Disposition as follows:				
	[Result Date (Stop Code) - Filing Date (Start Code)] - Excluded Time = Total Active					

Small Claim	s: Time to Disposition Detailed Report
Requirement ID #	Functional Requirements Description
SCDD-14	In the instance that more than one qualifying stop code is entered on a case, the system shall end time calculation on the date of the first final disposition to follow the filing date.
SCDD-15	See Excluded Time ET-01 thru ET-05 above to calculate Excluded Days.
SCDD-16	The system shall allow this report to be run by a user for a selected date range to display cases with a result within the selected date range.
SCDD-17	The report shall not display the case parties if a case is sealed. Instead populate the case party name fields with text 'SEALED'.

Small Claim	s: Time to Disposition Summar	y Report				
Requirement ID #	Functional Requirements Description					
		See Exhibit 11 for report mockup				
SCDS-01	1	Crystal Report, and the user may decide to export (comma delimited), Acrobat (PDF) File, Microsoft				
SCDS-02	· · · · · · · · · · · · · · · · · · ·	culating based on the data pulled into the detail value depends on the accuracy of the data pulled				
SCDS-03	The report shall display to the user the series of the series of the user the user the series of the user the us	he following column titles from left to right:				
SCDS-04	In the header of the report the following language shall be displayed: Standard: 75% within 100 days, 90% within 150 days, 98% within 180 days					
SCDS-05	1. Number of Cases 2. Percentage of Total 3. Cumulative Percentage	he following row titles from top to bottom:				
SCDS-06	This report shall only capture cases t  1. have been designated as Sn  AND  2. have a final disposition (Sto	nall Claims cases				
SCDS-07	The system shall start recording time	when a small claims complaint is filed (filing date).				
SCDS-08		date as the date associated with the start code.				
SCDS-09	The system shall recognize only the final AZTEC EVENT CODE 5918	following as start codes:  General Description  PYMT: SMALL CLAIMS  COMPLAINT				
SCDS-10	The system shall recognize the result	t date as the date associated with the stop code.				
SCDS-11	The system shall recognize only the f  AZTEC DISPOSITION CODE  C1	following as stop codes:  General Description  JDGMT/DECR/ORD CIV/DR				
	C2	JDGMT/DECR/ORD CIV/DR DEFAULT				

Small Claim	s: Time to Disposition Summa	ry Renort				
Requirement	Functional Requirements Description					
ID#						
	C3	JDGMT/DECR/ORD CIV/DR				
		SUM/DECL				
	C4	JDGMT/DECR/ORD CIV/DR				
	CD	STIP/ACP COURT DISMISSAL				
	CD	COURT DISIVIISSAL				
	D1	COURT DISMISSAL WITH				
		PREJUDICE				
	D2	COURT DISMISSAL W/O				
		PREJUDICE				
	D3	OTHER DISMISSAL WITH				
		PREJUDICE				
	D4	OTHER DISMISSAL W/O				
CCDC 12	The constant shall enlaw have the Tatal	PREJUDICE				
SCDS-12	•	Active Days to Disposition as follows:  Pate (Start Code)] – Excluded Time = Total Active				
	Days to Disposition	rate (Start Code)] – Excluded Tille – Total Active				
SCDS-13	In the instance that more than one qualifying stop code is entered on a case, the system					
	shall end time calculation on the date of the first final disposition to follow the filing					
	date.					
SCDS-14	See Excluded Time ET-01 thru ET-05	·				
SCDS-15	The report shall show the total number of cases disposed, and the Total Active Days					
	1 · · · · · · · · · · · · · · · · · · ·	of the following column categories they should be				
	counted:					
	1 0 100 days					
	1. 0-100 days 2. 101-150 days					
	3. 151-180 days					
	4. 181+ days					
	5. Totals					
SCDS-16	The report shall show the "percentage of total" active cases that fall into the					
	following column categories:					
	4 0 400 1					
	1. 0-100 days 2. 101-150 days					
	3. 151-180 days					
	4. 181+ days					
	5. Totals					

Small Claim Requirement	Functional R				Сроге				
ID #	Functional R	equiren	ients besc	приоп					
SCDS-17	The "percentage of total" row for each column shall be calculated by dividing th number of cases relevant to that cell by the total number of cases within th assignment.								
SCDS-18	following co	lumn ca		nulative po	ercentage"	of cases disp	oosed that fa	all into the	
	1. 0-10 2. 101-	-150 day							
	3. 151- 4. 181-		'S						
		•	ls 100%)						
SCDS-19		s for eac t subtota	h category	up until t	hat point, v	shall be calc working from	•	-	
	DAYS	0-100	101-150	151-180	91-120	181+Days	Totals		
	Number of	5	7	6	4	5	27	1	
	cases								
	cases  Percentage of total	19%	26%	22%	15%	19%		_	
	Percentage	19%	26%	22% 67%	15%	19%			
	Percentage of total  Cumulative	19%	44%	67%	81%	100%			

Requirement	s: Age of Active Pending Caselo Functional Requirements Description	_			
ID#					
		See Exhibit 15 for report mockup			
SCAD-01	This report shall be generated as a C	Crystal Report, and the user may decide to export			
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsof				
	Excel, Microsoft Word, Rich Text, or	Plain Text format.			
SCAD-02	The report shall display to the user the	he following column titles from left to right:			
	1. Case Number				
	2. Filing Date				
	3. Case Title				
	4. Judge				
	<ul><li>5. Next Hearing Event Type</li><li>6. Next Hearing Date</li></ul>				
	7. Excluded Time				
	8. Pending Days				
SCAD-03	In the header of the report the following language shall be displayed: Standard: 75% within 100 days, 90% within 150 days, 98% within 180 days				
36/12/03					
SCAD-04	•	cally by case type designation (e.g., CV or DO) and			
	then numerically by case number.	, , , , , , , , , , , , , , , , , , , ,			
SCAD-05	The columns of the report shall be	populated with the corresponding data from the			
	case management system.				
SCAD-06	On the column titled "Next Hearing Date", the report shall show the first future hear				
	date after the current date.				
SCAD-07	_	Date", the report shall show the highest number			
	sequence if there are multiple seque				
SCAD-08	On the column titled "Next Hearing Event Type", the report shall show the event				
	associated with the highest number sequence if there are multiple sequences on the				
6045.00	same date and time.				
SCAD-09	This report shall only capture cases that				
	have been designated as Small Claims cases  AND				
	AND 2. do <b>NOT</b> have a stop code entered on them				
SCAD-10		when a small claims complaint is filed (filing date).			
SCAD-10	•	date as the date associated with the start code.			
SCAD-11 SCAD-12	The system shall recognize only the f				
JCAD IZ	AZTEC EVENT CODE	General Description			
	5918	PYMT: SMALL CLAIMS COMPLAINT			
SCAD-13		t date as the date associated with the stop code.			

Small Clai	ms: Age of Active Pending Ca	seload Detailed Report					
Requiremen	t Functional Requirements Descrip	otion					
ID#							
SCAD-14	The system shall recognize only						
	AZTEC DISPOSITION CODE	General Description					
	C1	JDGMT/DECR/ORD CIV/DR					
	C2	JDGMT/DECR/ORD CIV/DR					
		DEFAULT					
	C3	JDGMT/DECR/ORD CIV/DR					
		SUM/DECL					
	C4	JDGMT/DECR/ORD CIV/DR					
		STIP/ACP					
	CD	COURT DISMISSAL					
	D1	COURT DISMISSAL WITH					
		PREJUDICE					
	D2	COURT DISMISSAL W/O					
		PREJUDICE					
	D3	OTHER DISMISSAL WITH					
		PREJUDICE					
	D4	OTHER DISMISSAL W/O					
		PREJUDICE					
	Note: The system shall recognize that if there is a stop code, the case should not be						
	included on the report.						
SCAD-15	The system shall calculate the To	·					
	[Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days						
SCAD-16	See Excluded Time ET-01 thru ET-05 above to calculate Excluded Days.						
SCAD-17	The system shall allow this report to be run by a user for a selected date range to display						
	cases filed within the selected date range. When entering parameters, text shall display						
		ding cases, use a start date of 1/1/1900."					
SCAD-18		number of cases that are active on the day the repo	ort				
		iled within the user-selected date parameters.	_				
SCAD-19		case parties if a case is sealed. Instead populate t	he				
	case party name fields with text	'SEALED'.					

Small Claims: Age of Active Pending Caseload Summary Report					
Requirement ID #	Functional Requirements Description				
	See Exhibit 13 for report mockup				

Small Claims	s: Age of Active Pending Caselo	oad Summary Report				
Requirement ID #	Functional Requirements Description					
SCAS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.					
SCAS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.					
SCAS-03	The report shall display to the user the following column titles from left to right:  1. 0-100 days 2. 101-150 days 3. 151-180 days 4. 181+ days 5. Totals					
SCAS-04	In the header of the report the following language shall be displayed: Standard: 75% within 100 days, 90% within 150 days, 98% within 180 days					
SCAS-05	<ol> <li>The report shall display to the user t</li> <li>Number of Cases</li> <li>Percentage of Total</li> <li>Cumulative Percentage</li> </ol>	he following row titles from top to bottom:				
SCAS-06	The columns of the report shall be a case management system.	populated with the corresponding data from the				
SCAS-07	This report shall only capture cases to the second	nall Claims cases				
SCAS-08	The system shall start recording time when a small claims complaint is filed (filing date).					
SCAS-09	<del>                                     </del>	date as the date associated with the start code.				
SCAS-10	The system shall recognize only the AZTEC EVENT CODE 5918	following as start codes:  General Description  PYMT: SMALL CLAIMS COMPLAINT				
SCAS-11	The system shall recognize the resul	t date as the date associated with the stop code.				
SCAS-12	The system shall recognize only the	,				
	AZTEC DISPOSITION CODE	General Description				
	C1	JDGMT/DECR/ORD CIV/DR				
C2 JDGMT/DECR/ORD CIV/DR DEFAULT						

Small Claims	s: Age of Active Pending Caselo	ad Summary Report				
Requirement	Functional Requirements Description					
ID#						
	C3	JDGMT/DECR/ORD CIV/DF SUM/DECL	R			
	C4	JDGMT/DECR/ORD CIV/DF	1			
	CD	STIP/ACP COURT DISMISSAL				
	D1	COURT DISMISSAL WITH PREJUDICE	1			
	D2	COURT DISMISSAL W/C	)			
	D3	OTHER DISMISSAL WITH PREJUDICE	1			
	D4	OTHER DISMISSAL W/C	)			
	Note: The system shall recognize th	PREJUDICE	_ bould not be			
	included on the report.	at it there is a stop code the case s	nould not be			
SCAS-13	The system shall calculate the Total .  [Current Date – Filing Date (Start Co		e Davs			
SCAS-14	See Excluded Time ET-01 thru ET-05 above to calculate Excluded Days.					
SCAS-15	The system shall allow this report t	o be run by a user for a selected of	late range to			
	display cases filed within the selected date range. When entering parameters, text shall display stating "To display all active pending cases, use a start date of 1/1/1900."					
SCAS-16	The report shall show the total num	ber of cases that are active on the c	ay the report			
SCAS-17	is run by the user, for the cases filed within the user-selected date parameters.  The report shall show the total number of active cases, and the total pending days determines in which of the following column categories they should be counted:					
	<ol> <li>0-100 days</li> <li>101-150 days</li> <li>151-180 days</li> <li>181+ days</li> <li>Totals</li> </ol>					
SCAS-18	The report shall show the "percental following column categories:	ge of total" active cases that fall into	the			
	<ol> <li>0-100 days</li> <li>101-150 days</li> <li>151-180 days</li> <li>181+ days</li> </ol>					

Requirement ID #	Functional Requirements Description							
	5. Tota	5. Totals (equals 100%)						
SCAS-19		The "percentage of total" row for each column shall be calculated by dividing the number of cases relevant to that cell by the total number of cases.						
SCAS-20	The report shall show the "cumulative percentage" of active cases that fall interpolation following column categories:  1. 0-100 days						into the	
	<ol> <li>2. 101-150 days</li> <li>3. 151-180 days</li> <li>4. 181+ days</li> <li>5. Totals (equals 100%)</li> </ol>							
SCAS-21	of the numb	The "cumulative percentage" row for each column shall be calculated by adding all of the numbers for each category up until that point, working from left to right, and then dividing that subtotal by the total number of cases.  For example:						
	DAYS	0-100	101-150	151-180	91-120	181+Days	Totals	
	Number of cases	5	7	6	4	5	27	
		19%	7 26%	6 22%	15%	19%	27	

# **Eviction Actions Reporting**

**Eviction** – Eviction cases are defined as forcible detainer and special detainer actions as set forth in Rule 1 of the Arizona Rules of Procedure for Eviction Actions and ARS §§ 12-1173, 12-1173.01, 13-1368, and 13-1377.

Rev. Date: March 22, 2018

The following case processing time standard has been adopted for Eviction cases in the justice courts by the Steering Committee:

#### 98% within 10 days

- ✓ Residential rental of a dwelling unit, ARS Title 33, Chapter 10; Mobile Home, ARS Title 33, Chapter 11; Rental of RV in RV Park >180 days, ARS Title 33, Chapter 19; and General Landlord Tenant, ARS Title 33, Chapter 3 are included.
- ✓ Commercial evictions are included.

**Measurement:** Filing of complaint through disposition (e.g., dismissal or judgment).

**Excluded Time:** The following time will be excluded from measurement: bankruptcy, stays

granted pursuant to the Servicemembers Civil Relief Act, special actions, and

appeals.

Eviction Act	cions: Time to Disposition Detailed Report
Requirement ID #	Functional Requirements Description
	See Exhibit 14 for report mockup
EADD-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
EADD-02	The report shall display to the user the following column titles:  1. Case Number 2. Filing Date 3. Case Title 4. Judge 5. Disposition 6. Disposition Date 7. Excluded Days 8. Total Active Days
EADD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and then numerically by case number.
EADD-04	In the header of the report the following language shall be displayed: Standard: 98% within 10 days
EADD-05	The columns of the report shall be populated with the corresponding data from the case management system.
EADD-06	This report shall only capture cases that  1. have been designated as Eviction cases  AND

Limited Jurisdiction Time Standards Reporting Requirements

Author: Jon Reeves/ Summer Dalton / Cindy Cook/Michelle Dunivan/Jennifer Mesquita/Marretta Mathes

Rev. Date: March 22, 2018

Eviction Ac	tions: Time to Disposition De	etailed Report					
Requirement	Functional Requirements Description						
ID#							
	2. have a final disposition (Stop Code) entered on them						
EADD-07	The system shall start recording time when an eviction complaint is filed (filing date).						
EADD-08	The system shall recognize the fili	The system shall recognize the filing date as the date associated with the start code.					
EADD-09	The system shall recognize only the	ne following as start codes:					
	AZTEC EVENT CODE	General Description					
	5924	PYMT: FORCIBLE DETAINER COMP					
EADD-10	The system shall recognize the result date as the date associated with the stop code.						
EADD-11	The system shall recognize only the	ne following as stop codes:					
	AZTEC DISPOSITION CODE	General Description					
	C1	JDGMT/DECR/ORD CIV/DR					
	C2	JDGMT/DECR/ORD CIV/DR					
		DEFAULT					
	СЗ	JDGMT/DECR/ORD CIV/DR					
		SUM/DECL					
	C4	JDGMT/DECR/ORD CIV/DR					
		STIP/ACP					
	CD	COURT DISMISSAL					
	D1	COURT DISMISSAL WITH					
		PREJUDICE					
	D2	COURT DISMISSAL W/O					
		PREJUDICE					
	D3	OTHER DISMISSAL WITH					
		PREJUDICE					
	D4	OTHER DISMISSAL W/O					
		PREJUDICE					
EADD-12	The "Disposition" column on the associated with the stop code.	e report shall display the general description that is					
EADD-13	·	e qualifying stop code is entered on a case, the system					
LADD 13		date of the first final disposition to follow the filing					
	date.	date of the motimal disposition to follow the ming					
EADD-14		al Active Days to Disposition as follows:					
	[Result Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total Active						
	Days to Disposition						
EADD-15	-	05 above to calculate Excluded Days.					
EADD-16		to be run by a user for a selected date range to display					
	cases with a result within the sele	cted date range.					
EADD-17	The report shall not display the	case parties if a case is sealed. Instead populate the					
	case party name fields with text 'SEALED'.						

Requirement	tions: Time to Disposition Summary Report  Functional Requirements Description					
ID#						
		See <u>Exhibit 11</u> for report mockup				
EADS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.					
EADS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.					
EADS-03	The report shall display to the user the second of the user the user the second of the user th	he following column titles from left to right:				
EADS-04	In the header of the report the following language shall be displayed: Standard: 98% within 10 days					
EADS-05	The report shall display to the user the service of Cases  2. Percentage of Total  3. Cumulative Percentage	he following row titles from top to bottom:				
EADS-06	This report shall only capture cases that have  1. have been designated as Eviction cases  AND  2. have a final disposition (Stop Code) entered on them					
EADS-07	The system shall start recording time	e when an eviction complaint is filed (filing date).				
EADS-08		date as the date associated with the start code.				
EADS-09	The system shall recognize only the f					
	AZTEC EVENT CODE 5924	General Description PYMT: FORCIBLE DETAINER COMP				
EADS-10		t date as the date associated with the stop code.				
EADS-10	The system shall recognize only the f					
LADS II	AZTEC DISPOSITION CODE	General Description				
	C1	JDGMT/DECR/ORD CIV/DR				
	C2	JDGMT/DECR/ORD CIV/DR DEFAULT				

		_			
	ctions: Time to Disposition Su				
Requirement	Functional Requirements Descript	ion			
ID#	C2	IDCAAT/DECD/ODD CIV/DD			
	C3	JDGMT/DECR/ORD CIV/DR			
	C4	SUM/DECL			
		JDGMT/DECR/ORD CIV/DR STIP/ACP			
	CD	COURT DISMISSAL			
		COURT DISIVISSAL			
	D1	COURT DISMISSAL WITH			
		PREJUDICE			
	D2	COURT DISMISSAL W/O			
		PREJUDICE			
	D3	OTHER DISMISSAL WITH			
		PREJUDICE			
	D4	OTHER DISMISSAL W/O			
		PREJUDICE			
EADS-12		qualifying stop code is entered on a case, the sy			
		date of the first final disposition to follow the	filing		
	date.				
EADS-13		al Active Days to Disposition as follows:			
	1	Date (Start Code)] – Excluded Time = Total A	ctive		
EADS-14	Days to Disposition See Excluded Time ET-01 thru ET-05 above to calculate Excluded Days.				
EADS-14		mber of cases disposed, and the Total Active Da	avs to		
2,103 13	•	of the following column categories they shou	•		
	counted:	or the renewing column categories they shou			
	1. 0-10 days				
	2. 11-20 days				
	3. 21-30 days				
	4. 31+ days				
	5. Totals				
EADS 16	The report shall show the "care	ontage of total" cases disposed that fall inte			
EADS-16		entage of total" cases disposed that fall into	, me		
	following column categories:				
	1. 0-10 days				
	2. 11-20 days				
	3. 21-30 days				
	4. 31+ days				
	5. Total (equals 100%)				

Eviction Ac Requirement ID #	Functional Requirements Description						
EADS-17	The "percentage of total" row for each column shall be calculated by dividing the number of cases relevant to that cell by the total number of cases within the assignment.						
EADS-18	The report shall show the "cumulative percentage" of cases disposed that fall into the following column categories:  1. 0-10 days 2. 11-20 days 3. 21-30 days 4. 31+ days 5. Totals (equals 100%)						
EADS-19		s for ead t subtot	ch categoi	y up until	that point,	working fro	Iculated by adding all of me left to right, and then
	Number of cases		7	6	9	27	
	Percentage of total	19%	26%	22%	33%		
	Cumulative percentage	19%	44%	67%	100%		
	5+7 =12 divi	ded by	27 equals	a cumula	tive percent	of 44%	
EADS-20	The system s				•	r for a selec	ted date range to display

Eviction Actions: Age of Active Pending Caseload Detailed Report						
Requirement ID #	Functional Requirements Description					
	See Exhibit 15 for report mockup					

EAAD-01	This report shall be generated as a	Crustal Depart and the user may decide to expert				
EAAD-01		a Crystal Report, and the user may decide to export				
	•	V (comma delimited), Acrobat (PDF) File, Microsoft				
	Excel, Microsoft Word, Rich Text, o					
EAAD-02	The report shall display to the user the following column titles from left to right:					
	1. Case Number					
	2. Filing Date					
	3. Case Title					
	4. Judge					
	<ol><li>Next Hearing Event Type</li></ol>					
	6. Next Hearing Event Date					
	7. Excluded Time					
	8. Total Active Days					
EADD-03	In the header of the report the foll	lowing language shall be displayed:				
	Standard: 98% within 10 days					
EAAD-04	This report shall list cases alphabe	tically by case type designation (e.g., CV or DO) and				
	then numerically by case number.					
EAAD-05	The columns of the report shall b	e populated with the corresponding data from the				
	case management system.					
EADD-06	<u> </u>	g Date", the report shall show the first future hearing				
	date after the current date.					
EADD-07		ng Date", the report shall show the highest number				
		uences on the same date and time.				
EEAD-08		On the column titled "Next Hearing Event Type", the report shall show the event				
	_	er sequence if there are multiple sequences on the				
	same date and time.					
EAAD-09	This report shall only capture cases that					
	<ol> <li>have been designated as Eviction cases</li> </ol>					
	AND					
	2. do <b>NOT</b> have a stop co					
EAAD-10		me when an eviction complaint is filed (filing date).				
EAAD-11		ng date as the date associated with the start code.				
EAAD-12	The system shall recognize only the					
	AZTEC EVENT CODE	General Description				
	5924	PYMT: FORCIBLE DETAINER COMP				
EAAD-13	·	ult date as the date associated with the stop code.				
EAAD-14	The system shall recognize only the	e following as stop codes:				
	AZTEC DISPOSITION CODE	General Description				
	C1	JDGMT/DECR/ORD CIV/DR				
	C2	JDGMT/DECR/ORD CIV/DR				
		DEFAULT				
	C3	JDGMT/DECR/ORD CIV/DR				
		SUM/DECL CIV/DR				
	C4	JDGMT/DECR/ORD CIV/DR				
		STIP/ACP				

	CD	COURT DISMISSAL			
	D1	COURT DISMISSAL PREJUDICE	WITH		
	D2	COURT DISMISSAL PREJUDICE	W/O		
	D3	OTHER DISMISSAL PREJUDICE	WITH		
	D4	OTHER DISMISSAL PREJUDICE	W/O		
	Note: The system shall recognize the included on the report.	hat if there is a stop code, th	ne case should not be		
EAAD-15	The system shall calculate the Total [Current Date – Filing Date (Start Co	•	Il Active Days		
EAAD-16	See Excluded Time ET-01 thru ET-05	above to calculate Excluded	Days.		
EAAD-17	The system shall allow this report to be run by a user for a selected date range to display cases filed within the selected date range. When entering parameters, text shall display stating "To display all active pending cases, use a start date of 1/1/1900."				
EAAD-18	The report shall show the total num run by the user, for the cases filed w				
EAAD-19	The report shall not display the case case party name fields with text 'SE	•	Instead populate the		

<b>Eviction Ac</b>	tions: Age of Active Pending Caseload Summary Report
Requirement	Functional Requirements Description
ID#	
	See Exhibit 13 for report mockup
EAAS-01	This report shall be generated as a Crystal Report, and the user may decide to export
	into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft
	Excel, Microsoft Word, Rich Text, or Plain Text format.
EAAS-02	The summary reports should be calculating based on the data pulled into the detail
	report. As such, their accuracy and value depends on the accuracy of the data pulled
	into the detailed report.
EAAS-03	The report shall display to the user the following column titles from left to right:
	1. 0-10 days
	2. 11-20 days
	3. 21-30 days
	4. 31+ days
	5. Totals

Requirement	Functional Requirements Descripti	g Caseload Summary Report						
ID#								
EAAS-04	In the header of the report the following language shall be displayed:							
	Standard: 98% within 10 days							
EAAS-05	The report shall display to the user the following row titles from top to bottom:							
	4. N. what is Const.							
	1. Number of Cases							
	2. Percentage of Total							
	3. Cumulative Percentage							
EAAS-06	The columns of the report shall be	e populated with the corresponding data from the						
	case management system.							
EAAS-07	This report shall only capture cases	s that						
	<ol> <li>have been designated as E</li> </ol>	viction cases						
	AND							
	2. do <b>NOT</b> have a stop code e							
EAAS-08		ne when an evictions complaint is filed (filing date).						
EAAS-09		ng date as the date associated with the start code.						
EAAS-10	The system shall recognize only the following as start codes:							
	AZTEC EVENT CODE	General Description						
	5924	PYMT: FORCIBLE DETAINER COMP						
EAAS-11		ult date as the date associated with the stop code.						
EAAS-12	The system shall recognize only the following as stop codes:							
	AZTEC DISPOSITION CODE	General Description						
	C1	JDGMT/DECR/ORD CIV/DR						
	C2	JDGMT/DECR/ORD CIV/DR						
		DEFAULT						
	C3	JDGMT/DECR/ORD CIV/DR						
		SUM/DECL						
	C4	JDGMT/DECR/ORD CIV/DR						
		STIP/ACP						
	CD	COURT DISMISSAL						
	D1	COURT DISMISSAL WITH						
		PREJUDICE						
	D2	COURT DISMISSAL W/O						
		PREJUDICE						
	D3	OTHER DISMISSAL WITH						
		PREJUDICE						
	D4	OTHER DISMISSAL W/O						
		PREJUDICE						

Requirement	Functional Requirements Description
ID#	
	Note: The system shall recognize that if there is a stop code, the case should not be included on the report.
	·
EAAS-13	The system shall calculate the Total Active Days as follows:  [Current Date – Filing Date (Start Code)] – Excluded Time = Total Active Days
EAAS-14	See Excluded Time ET-01 thru ET-05 above to calculate Excluded Days.
EAAS-15	The system shall allow this report to be run by a user for a selected date range to display cases filed within the selected date range. When entering parameters, text shall display stating "To display all active pending cases, use a start date of 1/1/1900."
EAAS-16	The report shall show the total number of cases that are active on the day the report is run by the user, for the cases filed within the user-selected date parameters.
EAAS-17	The report shall show the total number of active cases, and the total pending days determines in which of the following column categories they should be counted:
	<ol> <li>0-10 days</li> <li>11-20 days</li> <li>21-30 days</li> <li>31+ days</li> <li>Totals</li> </ol>
EAAS-18	The report shall show the "percentage of total" active cases that fall into the following column categories:
	<ol> <li>0-10 days</li> <li>11-20 days</li> <li>21-30 days</li> <li>31+ days</li> <li>Totals (equals 100%)</li> </ol>
EAAS-19	The "percentage of total" row for each column shall be calculated by dividing the number of cases relevant to that cell by the total number of cases.
EAAS-20	The report shall show the "cumulative percentage" of active cases that fall into the following column categories:
	<ol> <li>0-10 days</li> <li>11-20 days</li> <li>21-30 days</li> <li>31+ days</li> <li>Totals (equals 100%)</li> </ol>

ne "cumula				Functional Requirements Description					
viding that	for eac subtota	h categor	y up until	that point, v	working fron	culated by adding all of n left to right, and then			
DAYS	0-10	11-20	21-30	31+Days	Totals				
Number of cases	5	7	6	9	27				
Percentage of total	19%	26%	22%	33%					
Cumulative percentage	19%	44%	67%	100%					
	or example DAYS Jumber of asses Percentage of total Cumulative Percentage	or example: DAYS 0-10 Jumber of 5 ases Percentage 19% of total Cumulative 19%	or example:  DAYS 0-10 11-20  Jumber of 5 7  ases  Percentage 19% 26%  of total  Cumulative 19% 44%	OAYS 0-10 11-20 21-30 Unmber of asses 19% 26% 22% Output of total 20% 44% 67%	PAYS 0-10 11-20 21-30 31+Days  Sumber of 5 7 6 9  Percentage 19% 26% 22% 33%  Sumulative 19% 44% 67% 100%	DAYS         0-10         11-20         21-30         31+Days         Totals           Ilumber of asses         5         7         6         9         27           Percentage of total         19%         26%         22%         33%           Sumulative         19%         44%         67%         100%			

### **Justice Court Civil**

**Justice Court Civil** – Justice Court Civil cases are defined as cases filed in the justice court where a plaintiff is requesting a monetary award of less than \$10,000.00 dollars in the enforcement or protection of a right or the redress or prevention of a wrong.

The following case processing time standard has been adopted for Justice Court Civil cases in the justice courts in Arizona:

75% within 180 days 90% within 270 days 98% within 365 days

**Measurement:** Filing of complaint through disposition (e.g., dismissal or judgment).

**Excluded Time:** The following time will be excluded from measurement: bankruptcy, stays

granted pursuant to the Servicemembers Civil Relief Act, special actions, and

appeals.

<b>Justice Cou</b>	rt Civil Lawsuits: Time to Disposition Detailed Report
Requirement ID #	Functional Requirements Description
	See Exhibit 14 for report mockup
CIVDD-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.
CIVDD-02	The report shall display to the user the following column titles:  1. Case Number 2. Filing Date 3. Case Title 4. Judge 5. Disposition 6. Disposition Date 7. Excluded Time 8. Total Active Days
CIVDD-03	This report shall list cases alphabetically by case type designation (e.g., CV or DO) and then numerically by case number.
CIVDD-04	In the header of the report the following language shall be displayed: Standard: 75% within 180 days, 90% within 270 days, 98% within 365 days.
CIVDD-05	The columns of the report shall be populated with the corresponding data from the case management system.
CIVDD-06	This report shall only capture cases that

	1. have been designated as	s Civil cases					
	AND						
	2. have a final disposition (Stop Code) entered on them						
CIVDD-07	The system shall start recording time when a civil complaint is filed (filing date).						
CIVDD-08	The system shall recognize the filing date as the date associated with the start code.						
CIVDD-09	The system shall recognize only the following as start codes:						
	AZTEC EVENT CODE	General Description					
	5920	PYMT: CIVIL UNDER COMP FEE					
	5922	PYMT: CIVIL OVER COMPLAINT					
		FEE					
CIVDD-10	The system shall recognize the result date as the date associated with the stop code.						
CIVDD-11	The system shall recognize only the	he following as stop codes:					
	AZTEC DISPOSITION CODE	General Description					
	C1	JDGMT/DECR/ORD CIV/DR					
	C2	JDGMT/DECR/ORD CIV/DR					
		DEFAULT					
	C3	JDGMT/DECR/ORD CIV/DR					
		SUM/DECL					
	C4	JDGMT/DECR/ORD CIV/DR					
		STIP/ACP					
	CD	COURT DISMISSAL					
	D1	COURT DISMISSAL WITH					
		PREJUDICE					
	D2	COURT DISMISSAL W/O					
		PREJUDICE					
	D3	OTHER DISMISSAL WITH					
		PREJUDICE					
	D4	OTHER DISMISSAL W/O					
		PREJUDICE					
CIVDD-12	The "Disposition" column on the associated with the stop code.	e report shall display the general description the	at is				
CIVDD-13		e qualifying stop code is entered on a case, the sys	tem				
<b>10</b>	shall end time calculation on the date of the first final disposition.						
CIVDD-14	The system shall calculate the Total Active Days to Disposition as follows:						
<b>-</b> ·	[Result Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total Active						
	Days to Disposition						
CIVDD-15	See Excluded Time ET-01 thru ET-05 above to calculate Excluded Days.						
CIVDD-16		to be run by a user for a selected date range to dis	play				
	cases with a result within the sele	·	. ,				
CIVDD-17	The report shall not display the case parties if a case is sealed. Instead populate the						
	case party name fields with text 'SEALED'.						

Justice Cou	rt Civil Lawsuits: Time to Dis	nosition Summary Report			
Requirement	Functional Requirements Description				
ID#	, another requirements 2 coor, pass.				
		See Exhibit 11 for report mockup			
CIVDS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.				
CIVDS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.				
CIVDS-03	The report shall display to the user the	ne following column titles from left to right:			
	1. 0-180 days				
	2. 181-270 days				
	3. 271-365 days				
	4. 366+ days				
	5. Totals				
CIVDS-04	In the header of the report the following language shall be displayed: Standard: 75% within 180 days, 90% within 270 days, 98% within 365 days.				
CIVDS-05	The report shall display to the user the from top to bottom:	ne following row titles within each assignment			
	1. Number of Cases				
	2. Percentage of Total				
	3. Cumulative Percentage				
CIVDS-06	This report shall only capture cases that  1. have been designated as Civil cases  AND				
	<ol><li>have a final disposition (Sto</li></ol>	p Code) entered on them			
CIVDS-07	The system shall start recording time	when a civil complaint is filed (filing date).			
CIVDS-08	,	date as the date associated with the start code.			
CIVDS-09	The system shall recognize only the f	<u> </u>			
	AZTEC EVENT CODE	General Description			
	5920	PYMT: CIVIL UNDER COMP FEE			
	5922	PYMT: CIVIL OVER COMPLAINT FEE			
CIVDS-10	The system shall recognize the result	date as the date associated with the stop code.			
CIVDS-11	The system shall recognize only the f	ollowing as stop codes:			
	AZTEC DISPOSITION CODE	General Description			

Justice Con	urt Civil I aweuite. Timo to Di	enocition Cummary Danart				
Requirement	rt Civil Lawsuits: Time to Di Functional Requirements Description					
ID#	, and one medan ements bescripting	· ·				
	C1	JDGMT/DECR/ORD CIV/DR				
	C2	JDGMT/DECR/ORD CIV/DR				
		DEFAULT				
	C3	JDGMT/DECR/ORD CIV/DR				
		SUM/DECL				
	C4	JDGMT/DECR/ORD CIV/DR STIP/ACP				
	CD	COURT DISMISSAL				
	D1	COURT DISMISSAL WITH				
	D2	PREJUDICE COURT DISAUSSAL MAIO				
	D2	COURT DISMISSAL W/O PREJUDICE				
	D3	OTHER DISMISSAL WITH				
		PREJUDICE				
	D4	OTHER DISMISSAL W/O				
		PREJUDICE				
CIVDS-12	shall end time calculation on the da	qualifying stop code is entered on a case, the system				
CIVDS-13		Active Days to Disposition as follows:				
	[Result Date (Stop Code) – Filing Date (Start Code)] – Excluded Time = Total Active					
CIVIDS 14	Days to Disposition	Tabana ta salambta Fushi dad Dana				
CIVDS-14 CIVDS-15	See Excluded Time ET-01 thru ET-05 The system shall allow this report to	be run by a user for a selected date range to display				
CIVD3-13	cases with a result within the select	, , ,				
CIVDS-16		number of cases, and the Total Active Days to				
	Disposition determines in which of	f the following column categories they should be				
	counted:					
	<ol> <li>0-180 days</li> <li>181-270 days</li> </ol>					
	3. 271-365 days					
	4. 366+ days					
	5. Totals					
CIVDS-17	The report shall show the "perce	ntage of total" cases disposed that fall into the				
	following column categories:	and the the				
	1. 0-180 days					
	2. 181-270 days					
	3. 271-365 days					

Functional Requirements Description						
	-	ls 100%)				
The "percentage of total" row for each column shall be calculated by dividing the number of cases relevant to that cell by the total number of cases within the assignment.						
The report shall show the "cumulative percentage" of cases disposed that fall into th following column categories:  1. 0-180 days 2. 181-270 days 3. 271-365 days 4. 366+ days 5. Totals (equals 100%)					sposed that fall into the	
The "cumulative percentage" row for each column shall be calculated by adding all of the numbers for each category up until that point, working from left to right, and then dividing that subtotal by the total number of cases.						
DAYS	0-180	181- 270	271- 365	366+Days	Totals	
Number of cases	5	7	6	9	27	
Percentage of total	19%	26%	22%	33%		
Cumulative percentage	19%	44%	67%	100%		
	4. 366-5. Total The "percer number of assignment. The report of following continuous con	4. 366+ days 5. Totals (equal) The "percentage of number of cases reassignment. The report shall show following column cand) 1. 0-180 days 2. 181-270 days 3. 271-365 days 4. 366+ days 5. Totals (equal) The "cumulative per the numbers for each dividing that subtotal) For example:  DAYS  O-180  Number of cases  Percentage of total  Cumulative 19%	4. 366+ days 5. Totals (equals 100%)  The "percentage of total" ronumber of cases relevant trassignment.  The report shall show the "curfollowing column categories:  1. 0-180 days 2. 181-270 days 3. 271-365 days 4. 366+ days 5. Totals (equals 100%)  The "cumulative percentage" the numbers for each category dividing that subtotal by the transport of the cases  DAYS 0-180 181-270  Number of 5 7  cases 7  Percentage 19% 26%  of total 19% 44%	4. 366+ days 5. Totals (equals 100%)  The "percentage of total" row for ea number of cases relevant to that consistency assignment.  The report shall show the "cumulative following column categories:  1. 0-180 days 2. 181-270 days 3. 271-365 days 4. 366+ days 5. Totals (equals 100%)  The "cumulative percentage" row for each category up until dividing that subtotal by the total numbers for each category up until dividing that subtotal by the total number of cases    Days	4. 366+ days 5. Totals (equals 100%)  The "percentage of total" row for each column sonumber of cases relevant to that cell by the total assignment.  The report shall show the "cumulative percentage" following column categories:  1. 0-180 days 2. 181-270 days 3. 271-365 days 4. 366+ days 5. Totals (equals 100%)  The "cumulative percentage" row for each column the numbers for each category up until that point, we dividing that subtotal by the total number of cases.  For example:  DAYS  O-180  181- 270 365  Number of 5 7 6 9 Percentage 19% 26% 22% 33%  Percentage 19% 26% 22% 33%  Cumulative 19% 44% 67% 100%	4. 366+ days 5. Totals (equals 100%)  The "percentage of total" row for each column shall be calnumber of cases relevant to that cell by the total number assignment.  The report shall show the "cumulative percentage" of cases disfollowing column categories:  1. 0-180 days 2. 181-270 days 3. 271-365 days 4. 366+ days 5. Totals (equals 100%)  The "cumulative percentage" row for each column shall be call the numbers for each category up until that point, working froid dividing that subtotal by the total number of cases.  For example:    DAYS

<b>Justice Cou</b>	ert Civil Lawsuits: Age of Active Pending Caseload Detailed Report
Requirement	Functional Requirements Description
ID#	

		See Exhibit 15 for report mockup				
CIVAD-01	This report shall be generated as a (	Crystal Report, and the user may decide to export				
		(comma delimited), Acrobat (PDF) File, Microsoft				
	Excel, Microsoft Word, Rich Text, or					
CIVAD-02	The report shall display to the user the following column titles from left to right:					
	Case Number					
	2. Filing Date					
	3. Case Title					
	4. Judge					
	5. Next Hearing Event Type					
	6. Next Hearing Date					
	7. Excluded Time					
	8. Total Active Days					
CIVAD-03	In the header of the report the follow	wing language shall be displayed:				
	-	within 270 days, 98% within 365 days.				
CIVAD-04		cally by case type designation (e.g., CV or DO) and				
	then numerically by case number.					
CIVAD-05	The columns of the report shall be	populated with the corresponding data from the				
	case management system.					
CIVAD-06	On the column titled "Next Hearing I	On the column titled "Next Hearing Date", the report shall show the first future hearing				
	date after the current date.					
CIVAD-07	On the column titled "Next Hearing Date", the report shall show the highest number					
	sequence if there are multiple sequences on the same date and time.					
CIVAD-08	On the column titled "Next Hearing Event Type", the report shall show the even					
	associated with the highest number	sequence if there are multiple sequences on the				
	same date and time.					
CIVAD-09	This report shall only capture cases t	hat				
	<ol> <li>have been designated as Civ</li> </ol>	il cases				
	AND					
	2. do <b>NOT</b> have a stop code en	tered on them				
CIVAD-10	The system shall start recording time	e when a civil complaint is filed (filing date).				
CIVAD-11	The system shall recognize the filing	The system shall recognize the filing date as the date associated with the start code.				
CIVAD-12	The system shall recognize only the	following as start codes:				
	AZTEC EVENT CODE	General Description				
	5920	PYMT: CIVIL UNDER COMP FEE				
	5922	PYMT: CIVIL OVER COMPLAINT				
		FEE				
CIVAD-13	The system shall recognize the resul-	t date as the date associated with the stop code.				
CIVAD-14	The system shall recognize only the	following as stop codes:				
	AZTEC DISPOSITION CODE	General Description				
	C1	JDGMT/DECR/ORD CIV/DR				
	C2	JDGMT/DECR/ORD CIV/DR				
		DEFAULT				

	C3	JDGMT/DECR/ORD CIV/DR				
		SUM/DECL				
	C4	JDGMT/DECR/ORD CIV/DR				
		STIP/ACP				
	CD	COURT DISMISSAL				
	D1	COURT DISMISSAL WITH				
		PREJUDICE				
	D2	COURT DISMISSAL W/O				
		PREJUDICE				
	D3	OTHER DISMISSAL WITH				
		PREJUDICE				
	D4	OTHER DISMISSAL W/O				
		PREJUDICE				
	Note: The system shall recognize the	nat if there is a stop code, the case sh	ould not be			
	included on the report.					
CIVAD-15	The system shall calculate the Total	Active Days as follows:				
	[Current Date – Filing Date (Start Co	ode)] – Excluded Time = Total Active	Days			
CIVAD-16	See Excluded Time ET-01 thru ET-05 above to calculate Excluded Days.					
CIVAD-17	The system shall allow this report to be run by a user for a selected date range to display					
	cases filed within the selected date range. When entering parameters, text shall display					
	stating "To display all active pending cases, use a start date of 1/1/1900."					
CIVAD-18	The report shall show the total num	ber of cases that are active on the day	the report is			
	run by the user, for the cases filed v	vithin the user-selected date paramete	ers.			
CIVAD-19	The report shall not display the case	se parties if a case is sealed. Instead	populate the			
	case party name fields with text 'SE	ALED'.				

Justice Cour	t Civil Lawsuits: Age of Active Pending Caseload Summary Report					
Requirement ID #	Functional Requirements Description					
See Exhibit 13 for repor						
CIVAS-01	This report shall be generated as a Crystal Report, and the user may decide to export into XML file with report data, CSV (comma delimited), Acrobat (PDF) File, Microsoft Excel, Microsoft Word, Rich Text, or Plain Text format.					
CIVAS-02	The summary reports should be calculating based on the data pulled into the detail report. As such, their accuracy and value depends on the accuracy of the data pulled into the detailed report.					
CIVAS-03	The report shall display to the user the following column titles from left to right:  1. 0-180 days 2. 181-270 days 3. 271-365 days					

Requirement	rt Civil Lawsuits: Age of Active Pending Caseload Summary Report  Functional Requirements Description						
ID#							
	4. 366+ days						
	5. Totals						
CIVAS-04	In the header of the report the following language shall be displayed:						
CIVAS-05	Standard: 75% within 180 days, 90% within 270 days, 98% within 365 days.  The report shall display to the user the following row titles within each assignment.						
CIVAS-US	top to bottom:	ir the following row titles within each assignment from					
	1. Number of Cases						
	2. Percentage of Total						
	3. Cumulative Percentage						
CIVAS-06	The columns of the report shall be populated with the corresponding data fro						
	case management system.						
CIVAS-07	This report shall only capture cas						
	have been designated as Civil cases						
	AND						
00.446.00	2. do <b>NOT</b> have a stop code entered on them						
CIVAS-08		time when a civil complaint is filed (filing date).					
CIVAS-09 CIVAS-10		ing date as the date associated with the start code.					
CIVA3-10	The system shall recognize only t	General Description					
	5920	PYMT: CIVIL UNDER COMP FEE					
	5922	PYMT: CIVIL OVER COMPLAINT					
		FEE					
CIVAS-11	The system shall recognize the re	sult date as the date associated with the stop code.					
CIVAS-12	The system shall recognize only the following as stop codes:						
	AZTEC DISPOSITION CODE	General Description					
	C1	JDGMT/DECR/ORD CIV/DR					
	C2	JDGMT/DECR/ORD CIV/DR					
		DEFAULT					
	СЗ	JDGMT/DECR/ORD CIV/DR					
		SUM/DECL					
	C4	JDGMT/DECR/ORD CIV/DR					
		STIP/ACP					
	CD	COURT DISMISSAL					
	D1	COURT DISMISSAL WITH					
		PREJUDICE					

Iustice Cour	t Civil Lawsuits: Age of Active	Pending Caseload Summary R	eport					
Requirement	Functional Requirements Description		-1					
ID#								
	D2	COURT DISMISSAL W/O						
		PREJUDICE						
	D3	OTHER DISMISSAL WITH						
		PREJUDICE						
	D4	OTHER DISMISSAL W/O						
	No. 7	PREJUDICE						
	included on the report.	at if there is a stop code, the case sho	oula not be					
CIVAS-13	The system shall calculate the Total A [Current Date – Filing Date (Start Co	Active Days as follows: ode)] – Excluded Time = Total Active I	Days					
CIVAS-14	See Excluded Time ET-01 thru ET-05	above to calculate Excluded Days.						
CIVAS-15	_ ·	oe run by a user for a selected date ran						
		ange. When entering parameters, text	shall display					
		cases, use a start date of 1/1/1900."						
CIVAS-16	The report shall show the total number of cases that are active on the day the report							
	is run by the user, for the cases filed within the user-selected date parameters.							
CIVAS-17	The report shall show the total number of active cases, and the Total Active D determines in which of the following column categories they should be counted:							
	1. 0-180 days							
	2. 181-270 days							
	3. 271-365 days							
	4. 366+ days							
	5. Totals							
CIVAS-18	The report shall show the "percentage column categories:	ge of total" active cases that fall into t	the following					
	1. 0-180 days							
	2. 181-270 days							
	3. 271-365 days							
	4. 366+ days							
	5. Totals (equals 100%)							
CIVAS-19	The "percentage of total" row for	each column shall be calculated by	dividing the					
	number of cases relevant to that cell	l by the total number of cases.						
CIVAS-20	•	ive percentage" of active cases that	fall into the					
	following column categories:							
	1. 0-180 days							

Requirement ID #	Functional R	Requiren	nents Des	scription			
	3. 271 4. 366	-270 day -365 day + days als (equa					
CIVAS-21	the number	s for eac t subtota	h catego	ry up until			culated by adding all of n left to right, and then
	Number of cases	5	7	6	9	27	1
	Percentage of total	19%	26%	22%	33%		
	Cumulative percentage	19%	44%	67%	100%		

#### **Exhibits**

## **Exhibit 1 Ex Parte Protective Order Time to Disposition Detail Reports**

#### DOUGLAS JUSTICE COURT (J202)

Ex Parte Protection Orders Time to Disposition Detail Report Disposition Date Range: 01/01/2017 to 06/30/2017 Standard: 99% within 24 hours

Case Number	Filing_Date	Case Title	Judge	Case Type	Result	Result Date	Pending Days
J-202-CV-201700005	01/05/2017	CASTILLO VS FOSS	AV	DR- Order of Protection	POIssued	1/5/2017	0
J-202-CV-201700007	01/06/2017	LINDGAARD VS JORDAN	AV	Injunction Against Harassment	POlssued	1/6/2017	0
J-202-CV-201700012	01/11/2017	QUINTERO VS QUINTERO	AV	DR- Order of Protection	POlssued	1/11/2017	0
J-202-CV-201700019	01/13/2017	VALDEZ VS CADENA	AV	DR- Order of Protection	POlssued	1/13/2017	0
J-202-CV-201700020	01/17/2017	GUTIERREZ VS TRUJILLO	AV	Injunction Against Harassment	POlssued	1/17/2017	0

# **Exhibit 2 Ex Parte Protective Order Time to Disposition Summary Reports**

DOUGLAS JUSTICE COURT (J202)

Ex Parte Protection Orders Time to Disposition Summary Report
Disposition Date Range: 1/1/2017 to 6/30/2017
Standard: 99% within 24 hours

			hin 24 ours		Over 24 hours				Total Cases				
	OP	IH	IAW	Subtotal	OP	IH	IAW	Subtotal	OP	IH	IAW	Grand Total	
Number of Cases Disposed	50	17	2	69	0	0	0	0	50	17	2	69	
Percentage of Total				100.0%				0.0%				100.0%	

# **Exhibit 3 Ex Parte Protective Order Age of Active Pending Detail Reports**

DOUGLAS JUSTICE COURT (J202)

Ex Parte Protection Orders Age of Active Pending Detail Report Disposition Date Range: 01/01/2016 to 03/22/2018 Standard: 99% within 24 hours

Case Number Filing Date Case Title Judge Case Type Result Date Days

### **Exhibit 4 Contested Protective Order Time to Disposition Detail Reports**

### DOUGLAS JUSTICE COURT (J202)

Contested Protection Orders Time to Disposition Detail Report Disposition Date Range: 01/01/2015 to 12/31/2015 Standard: 90% within 10 days, 98% within 30 days

Case Number	Issued Date	Case Title	Judge	C ase Type	PO Hearing Request	Result	Result Date	Days
J-202-CV-201500020	1/20/2015	MORENO VS WLSON	AV	Injunction Against Harassment	2/4/2015	Remains in Effect	2/12/2015	8
J-202-CV-201500049	2/3/2015	HILLS VS MCATEE	AV	DR- Order of Protection	2/11/2015	Quashed/Dismissed	2/25/2015	14
J-202-CV-201500105	3/12/2015	RIVERA VS MOORE	AV	DR- Order of Protection	3/13/2015	Quashed/Dismissed	3/24/2015	11
J-202-CV-201500123	3/24/2015	TERAN VS HERNANDEZ	AV	DR- Order of Protection	4/3/2015	Remains in Effect	4/16/2015	13
J-202-CV-201500129	3/27/2015	OTERO VS LAN DABAZO	AV	DR- Order of Protection	4/8/2015	Modified	4/16/2015	8
J-202-CV-201500143	3/31/2015	LOPEZ VS FIGUEROA	AV	DR- Order of Protection	4/1/2015	Modified	4/7/2015	6
J-202-CV-201500183	4/15/2015	LOPEZ VS BRETON	AV	DR- Order of Protection	4/21/2015	Modified	4/28/2015	7

### **Exhibit 5 Contested Protective Order Time to Disposition Summary Reports**

# DOUGLAS JUSTICE COURT (J202)

Contested Protection Orders Time to Disposition Summary Report
Disposition Date Range: 1/1/2015 to 12/31/2015
Standard: 90% within 10 days, 98% within 30 days

		0-10	days			11-30	days			31+	days			Total C	ases	
	OP	IH	IAW	Subtotal	OP	IH	IAW	Subtotal	OP	IH	IAW	Subtotal	OP	IH	IAW	Grand Total
Number of Cases Disposed		5	0	10	6	4	a	10	a	1	a	1	11	10	0	21
Percentage of Total				47.6%				47.6%				4.8%				

### **Exhibit 6 Contested Protective Order Age of Active Pending Detail Reports**

DOUGLAS JUSTICE COURT (J202)

Contested Protection Orders Age of Active Pending Detail Report PO Hearing Request Date Range: 01/01/2017 to 09/26/2017 Standard: 90% within 10 days, 98% within 30 days

				Hrng	PO Hearing	Penaing
Case Number	Filing_Date Case Title	Judge Case Type	Next Hearing	Date	Request	Days

### **Exhibit 7 Pre-Issuance Protective Order Time to Disposition Detail Reports**

### DOUGLAS JUSTICE COURT (J202)

Pre-Issuance Protection Orders Time to Disposition Detail Report Disposition Date Range: 07/01/2017 to 03/19/2018

Case Number	Filing_Date	Case Title	Judge	C ase Type	Pre-Issuance Hearing Set	Result	Result Date	Pending Days
J-202-CV-201700590	11/29/2017	OCANO VS. SALOMON	AA	DR- Order of Protection	11/29/2017	PO Denied	12/7/2017	8

# **Exhibit 8 Pre-Issuance Protective Order Time to Disposition Summary Reports**

### DOUGLAS JUSTICE COURT (J202)

Pre-Issuance Protection Orders Time to Disposition Summary Report
Disposition Date Range: 7/1/2017 to 3/19/2018

_		0-10	days			11-30	days			31+	days			Total Ca	ases	
	OP	IH	IAW	Subtotal	OP	IH	IAW	Subtotal	OP	IH	IAW	Subtotal	OP	IH	IAW	Grand Total
Number of Cases Disposed	1	0	0	1	a	a	a	0	a	a	a	C	1	a	a	1
Percentage of Total	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	100.0%

Errors\*: 0

### **Exhibit 9 Pre-Issuance Protective Order Age of Active Pending Detail Reports**

### DOUGLAS JUSTICE COURT (J202)

Pre-Issuance Protection Orders Age of Active Pending Detail Report Filing Date Range: 01/01/2015 to 01/25/2017

Case Number	Filing Date Case Title	Judge Case Type	Pre-Issuance Hearing Set		Active Days
J-202-CV-201600035	01/28/2016 GALINDO VS HERNANDEZ	AV DR- Order of Protection	Hearing Continued	1/28/2016	784
J-202-CV-201600036	01/28/2016 GALINDO VS SMITH	AV DR- Order of Protection	Hearing Continued	1/28/2016	784

# Exhibit 10 <u>Civil Ordinance</u>, <u>Civil Traffic</u>, <u>DUI</u> and <u>Crim. Misdemeanor</u> Time to Disposition Detailed Reports

### DOUGLAS JUSTICE COURT (J202)

Civil Local Ordinance Time to Disposition Detail Report Final Disposition Date Range: 7/1/2017 to 3/1/2018 Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days

<u>Case Number</u> J-202-CR-201700493	Filing Date 08/10/2017	Defendant Name Charge PERALTA YESENIA TERAN	Judge AV	<u>Dispo</u>	<u>Disp Date</u> 10/4/2017	Days to Dispo	Excluded Days	Total Activ Days
	Count/Seq		HistSeq					
	1/1	6.1	1	11	10/4/2017			
	2/1	6.1	1	44	10/4/2017			
						55	0	55
J-202-CR-201700568	09/19/2017	RYAN THOMAS C	AV		9/26/2017			
	Count/Seq		Hist Seq					
	1/1	6.2	1	10	9/26/2017			
						7	0	7
J-202-CR-201700569	09/19/2017	SANCHEZ CARLOS LOPEZ	AV		10/3/2017			
	Count/Seq		Hist Seq					
	1/1	6.2	1	10	10/3/2017			
						14	0	14

# Exhibit 11 <u>Civil Ordinance</u>, <u>Civil Traffic</u>, <u>DUI</u>, <u>Crim. Misdemeanor</u>, <u>Small Claims</u>, <u>Eviction Action</u> and <u>Civil</u> Time to Disposition Summary Reports

### DOUGLAS JUSTICE COURT (J202)

Civil Local Ordinance Time to Disposition Summary Report
Disposition Date Range: 7/1/2017 to 3/1/2018
Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days

	0-60 days	61-90 days	91-180 days	181+ days	Total Cases
Number of Cases Disposed	3	0	0	0	3
Percentage of Total	100.00%	0.00%	0.00%	0.00%	
Cumulative Percentage	100.00%	100.00%	100.00%	100.00%	

### Exhibit 12 <u>Civil Ordinance</u>, <u>Civil Traffic</u>, <u>DUI</u> and <u>Crim. Misdemeanor</u> Age of Active Pending Detailed Reports

### DOUGLAS JUSTICE COURT (J202)

### Civil Local Ordinance Age of Active Pending Detail Report Filing Date Range: 3/1/2017 to 3/22/2018 Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days

Case Number	Filing Date	Defendant Name Charge	Judge	Next Hearing Type	Next Hearing Date	Days Pending	Excluded Days	Total Active Days
J-202-CR-201800140	03/02/2018	M ADRID ELVIRA GUADALUPE	AV	CAL: INITIAL APPEARANCE	4/3/2018			
		Hist Seq if A	Avail					
1/1	10.2A							
2/1	10.2C							
3/1	10.2C							
4/1	10.2D							
5/1	10.2E1							
6/1	10.2E1							
7/1	11-1010							
8/1	11-1010							
						20	0	20

# Exhibit 13 <u>Civil Ordinance</u>, <u>Civil Traffic</u>, <u>DUI</u>, <u>Crim. Misdemeanor</u>, <u>Small Claims</u>, <u>Eviction Action</u> and <u>Civil</u> Age of Active Pending Summary Reports

### DOUGLAS JUSTICE COURT (J202)

Civil Local Ordinance Age of Active Pending Summary Report Filing Date Range:3/1/2017 to 3/22/2018 Standard: 75% within 60 days, 90% within 90 days, 98% within 180 days

	0-60 days	61-90 days	91-180 days	181+ days	Total Cases
Number of Cases Pending	1	0	0	0	1
Percentage of Total	100.00%	0.00%	0.00%	0.00%	
Cumulative Percentage	100.00%	100.00%	100.00%	100.00%	

#### Note:

AAP reports will display next hearing date and type only if entered using the calendar schedule details screen in the AZTEC calendar.

# Exhibit 14 Small Claims, Eviction Action and Civil Time to Disposition Detailed Report Mock-Up

### DOUGLAS JUSTICE COURT (J202)

### Justice Civil Time to Disposition Detail Report Disposition Date Range: 03/01/2016 to 03/31/2016 Standard: 75% within 180 days, 90% within 270 days, 98% within 365 days

Case Number	Filing_Date_	Case Title	Judge	Dispo	Disp Date	Excluded Time	Total Act Days
J-202-CV-201400473	11/21/2014	MIDLAND FUNDING LLC VS GAPPA	AV	D4	03/11/2016	0	476
J-202-CV-201500168	04/08/2015	CAPITAL ONE BANK VS NICHOLS	AV	D4	03/07/2016	0	334
J-202-CV-201500179	04/14/2015	PROGRESSIVE CASUALTY INSURANCE	AV	C1	03/02/2016	0	323
J-202-CV-201500340	07/08/2015	A SPEEDY CASH CAR TITILE LOANS	AV	C4	03/16/2016	0	252
J-202-CV-201500349	07/20/2015	PORTFOLIO RECOVERY ASSOCIATES	AV	D4	03/07/2016	0	231

### Exhibit 15 Small Claims, Eviction Action and Civil Age of Active Pending Detailed Report Mock-Up

### **DOUGLAS JUSTICE COURT (J202)**

Justice Civil Time to Disposition Summary Report Disposition Date Range: 3/1/2016to 3/31/2016

Standard: 75% within 180 days, 90% within 270 days, 98% within 365 days

	0-180 days	181-270 days	271-365 days	366+ days	Total Cases
Number of Cases Disposed	20	8	2	1	31
Percentage of Total	64.52%	25.81%	6.45%	3.23%	
Cumulative Percentage	64.52%	90.32%	96.77%	100.00%	

# **Requirements Document Approval/Sign-off**

The following agree that the AZTEC business requireme	nts for AZTEC cases as defined in this document are complete and correct,	and authorize
[blank] to proceed with the detailed design of the syste	m. A design document must be provided by [blank] and must be approved	l prior to any
development work being initiated.		
Project Lead –	Date	
Technical Manager or Designee -	Date	
Project Manager –	 Date	
Project Sponsor –	 Date	
Project Sponsor –	Date	

By signing below I am indicating that I understand the requirements presented and have been walked through any questions I have had. I understand that these are requirements that I will create a design from and the design document will require separate sign-off.

Vendor- Project Manager	Date
Vendor- Account Manager/Executive Sponsor	Date

Limited Jurisdiction Time Standards Reporting Requirements
Author: Jon Reeves/ Summer Dalton / Cindy Cook/Michelle Dunivan/Jennifer Mesquita/Marretta Mathes
Rev. Date: March 22, 2018

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